

This is a digital copy of a book that was preserved for generations on library shelves before it was carefully scanned by Google as part of a project to make the world's books discoverable online.

It has survived long enough for the copyright to expire and the book to enter the public domain. A public domain book is one that was never subject to copyright or whose legal copyright term has expired. Whether a book is in the public domain may vary country to country. Public domain books are our gateways to the past, representing a wealth of history, culture and knowledge that's often difficult to discover.

Marks, notations and other marginalia present in the original volume will appear in this file - a reminder of this book's long journey from the publisher to a library and finally to you.

Usage guidelines

Google is proud to partner with libraries to digitize public domain materials and make them widely accessible. Public domain books belong to the public and we are merely their custodians. Nevertheless, this work is expensive, so in order to keep providing this resource, we have taken steps to prevent abuse by commercial parties, including placing technical restrictions on automated querying.

We also ask that you:

+ *Make non-commercial use of the files* We designed Google Book Search for use by individuals, and we request that you use these files for personal, non-commercial purposes.

+ *Refrain from automated querying* Do not send automated queries of any sort to Google's system: If you are conducting research on machine translation, optical character recognition or other areas where access to a large amount of text is helpful, please contact us. We encourage the use of public domain materials for these purposes and may be able to help.

+ *Maintain attribution* The Google "watermark" you see on each file is essential for informing people about this project and helping them find additional materials through Google Book Search. Please do not remove it.

+ *Keep it legal* Whatever your use, remember that you are responsible for ensuring that what you are doing is legal. Do not assume that just because we believe a book is in the public domain for users in the United States, that the work is also in the public domain for users in other countries. Whether a book is still in copyright varies from country to country, and we can't offer guidance on whether any specific use of any specific book is allowed. Please do not assume that a book's appearance in Google Book Search means it can be used in any manner anywhere in the world. Copyright infringement liability can be quite severe.

About Google Book Search

Google's mission is to organize the world's information and to make it universally accessible and useful. Google Book Search helps readers discover the world's books while helping authors and publishers reach new audiences. You can search through the full text of this book on the web at `http://books.google.com/`

UNIVERSITY OF MICHIGAN
3 9015 03931 6362

Digitized by Google

PROPERTY OF
University of Michigan Libraries
1817
ARTES SCIENTIA VERITAS

Digitized by Google

Digitized by Google

PROPERTY OF
University of Michigan Libraries
1817
ARTES SCIENTIA VERITAS

Digitized by Google

Digitized by Google

Digitized by Google

SEVENTY-SECOND REPORT

American Printing House for the Blind

LOUISVILLE, KENTUCKY



For the Year Ending
June 30, 1940

Digitized by Google

Digitized by Google

2
2327

SEVENTY-SECOND REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

Incorporated

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

★

For the Year Ending June 30, 1940

Digitized by Google

HV
1557
.A1
A1

OFFICERS

★

President

JOHN W. BARR, JR.

Vice-President

JOHN F. BLEDSOE

Secretary and Superintendent

A. C. ELLIS

Treasurer

CITIZENS-UNION NATIONAL BANK

Publications Committee

G. E. LINEBERRY, Chairman

WILLIAM E. ALLEN
B. S. JOICE
MRS. O. W. STEWART
R. W. WOOLSTON

Trustees

CHARLES W. ALLEN
JOHN W. BARR, JR.
JUDGE E. S. CLARKE
STUART DUNCAN
DR. R. A. KENT
GEORGE W. NORTON, JR.
R. C. BALLARD THRUSTON

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

Chartered in 1858

1839 Frankfort Avenue

Louisville, Kentucky

HISTORICAL

For the benefit of those who are new to work for the blind, we are repeating from previous reports the following brief historical sketch of the American Printing House for the Blind:

When schools for the blind were established in this country, over a century ago, one of the greatest needs was for an ample supply of embossed books and special apparatus for instructional purposes. The small number of the blind, and the specialized nature of embossed printing, resulted in such high production costs that the printing of these books could not be undertaken as a commercial enterprise. It was evident that an adequate supply of educational materials could be obtained only through private philanthropy and Government subsidy.

A central, national printing house to supply all of the states was proposed, and in 1858 Kentucky chartered the American Printing House for the Blind. It is the oldest national institution for the blind in this country and the largest publishing house for the blind in the world. Operating on a non-profit basis, it furnishes books and apparatus for the education of the approximately sixty-five hundred blind children enrolled in the public institutions and classes in the United States and its territories. For the over thirty thousand adult blind readers the Printing House provides in the Braille system and on Talking Books a wide range of literature which includes twenty-three periodicals.

The original Kentucky Board of Trustees consisted of seven citizens of Louisville. Upon the death or resignation of a member, the vacancy is filled by the Board. In 1879 the superintendents of the public educational institutions for the blind in the United States became ex-officio members of the Board. From its beginning—eighty-two years ago—this Board has been free from political interference. Long tenure of office, a deep sense of responsibility, and a flexibility of policy to meet changing methods and needs in the education of the blind, have characterized the service of the Trustees. The members serve without pay, not even charging for traveling expenses when attending meetings.

Although the Printing House serves all of the blind in this country, the site of seven acres, and the greater part of the cost of the buildings and equipment, were paid for by the State of Kentucky. In 1879 Congress created a permanent appropriation to the American Printing House for the Blind for the specific

Digitized by Google

purpose of providing free school-books and tangible apparatus for the blind children enrolled in the schools. From time to time, this appropriation has been increased, until it now amounts to $125,000 per year. This Federal appropriation must be spent solely for books and apparatus manufactured at actual cost and supplied to the public educational institutions for the blind in the United States and its territories. **No part of the Federal grant may be expended in the erection or leasing of buildings.**

On the first Monday of each January, the superintendents of the schools for the blind certify to the Printing House the number of blind pupils enrolled in their schools on that date. The sum of these enrollments is used to determine the per capita allotment of books and tangible apparatus to each school for the blind for the succeeding fiscal year, July 1st to June 30th, inclusive. The per capita allotment, or quota credit, of any school for the blind may, on the authorization of the superintendent of such school, be utilized to supply any embossed books, tangible apparatus or other materials manufactured at the Printing House and advertised in its published catalogs, or for the publication or manufacture at the Printing House of any like materials which the school may require.

A Publications Committee is elected by the Board of Trustees and consists of five superintendents of schools for the blind. Each year, this Committee requests the superintendent of each institution for the education of the blind to submit a list of books which he deems most desirable for the use of the blind. Out of these lists the Committee selects for publication those books for which there is the greatest number of requests.

Besides being the official schoolbook printery, the Printing House prints books and periodicals for organizations which provide free literature for the blind. Many agencies have found this cheaper and more satisfactory than doing the work in their own establishments. On these contracts full production costs plus a reasonable percentage of overhead are charged. The latter is used to maintain buildings and equipment, and operates to lower the cost of books and apparatus.

The Talking Book for the blind has provided a new approach to literature for those without sight. Essentially, the Talking Book is a long-playing phonograph record recorded solely for the use of the blind and reproduced on a highly specialized phonograph. For the thousands of blind people who will never learn to read Braille, the Talking Book is a great boon. For instructional purposes, as a supplement to Braille books, the Talking Book promises much. Beginning in 1935, the Superintendent of the Printing House began to give serious attention to the problems involved in the production of Talking Books as a part of the regular services of the institution. As a result of the ever-increasing demands for Talking Book records, the Talking Book department has grown from a small recording studio until it is now a major activity of the institution.

Digitized by Google

Special printing presses, embossing machines, sectional maps, Braille writing frames, arithmetic slates, peg boards for kindergarten, frames for writing longhand, and sentence boards, have been designed and built here. This original material has profoundly influenced the art of instructing the blind in this and other countries.

An enlarged program of service to the blind is contemplated which includes, in addition to Braille books, Talking Books, and tangible apparatus, such features as a students library, home teaching service, information bureau, the publication of books in large print for the partially blind, and a program of research into the specific problems relating to the selection and preparation of literature and appliances for the blind and near-blind.

Digitized by Google

SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at the Pendennis Club, Louisville, Kentucky, July 1, 1940, at one p.m., Mr. John W. Barr, Jr., presiding.

The Minutes of the Annual Meeting held July 1, 1939 were approved as published in the SEVENTY-FIRST REPORT FOR THE YEAR ENDING JUNE 30, 1939.

The Reports of the Executive Committee, Publications Committee, and Superintendent were accepted in the form in which they appear in this Annual Report. (See pages 8, 13, and 10 respectively)

The recommendations of the American Association of Instructors of the Blind Braille Committee were considered. Upon the motion of Mr. Ganey, these recommendations (see page 17) were accepted by the Trustees of the American Printing House for the Blind.

Mr. Barr reported that since the last Annual Meeting Mr. R. C. Ballard Thruston had resigned as a Trustee of the Printing House due to poor health. Upon motion, duly seconded, the following resolution was unanimously adopted:

> WHEREAS, Mr. R. C. Ballard Thruston was for twenty years an active and loyal Trustee of the American Printing House for the Blind; and
>
> WHEREAS, He has deemed it wise, due to poor health and advancing years, to retire from the Board of Trustees; and
>
> WHEREAS, Mr. R. C. Ballard Thruston has shown more than usual interest in the development and expansion of the activities of the American Printing House for the Blind by donating, in 1934, $2,000 as the nucleus of the ENDOWMENT FUND of the institution:
>
> BE IT RESOLVED, That the Board of Trustees of the American Printing House for the Blind hereby expresses its deepest regret at the necessity of his retirement from the Board; and
>
> BE IT FURTHER RESOLVED, That the Board hereby records its appreciation of his faithful service on the Board of Trustees and his generosity to the institution.

The Board then proceeded with the election of officers. Mr. Barr declined to stand for reelection as President, stating that he wished to relinquish the office in favor of a younger man. Accordingly, Mr. Charles W. Allen was unanimously elected President for the ensuing year.

Digitized by Google

Upon motion, Mr. John F. Bledsoe was appointed to draft a suitable resolution expressing the appreciation of the Board for the long service rendered by the retiring President. This resolution follows:

WHEREAS, Mr. John W. Barr, Jr., has been a Trustee of the American Printing House for the Blind for thirty-five years, twenty of which he has served loyally and faithfully as President of the Board; and

WHEREAS, His wisdom and discretion have enabled the Printing House to accomplish a splendid work in its field of furnishing literature to the blind of this country, appropriations having been greatly increased, the methods of printing modernized, and the field of usefulness of the institution greatly broadened; and

WHEREAS, He has expressed the desire to relinquish the office of President in favor of a younger man:

BE IT RESOLVED, That the Board, while realizing that Mr. Barr's long and faithful service merits favorable consideration of his request, accedes to his wishes with the deepest regret; and

BE IT RESOLVED, That the members of the Board of Trustees hereby tender Mr. Barr their deep and affectionate appreciation of the great service he has rendered the blind during his many years as Board member and President; and

BE IT FURTHER RESOLVED, That it is the unanimous wish of this Board that Mr. Barr, upon his retirement as President, will retain his membership on the Board of Trustees.

Mr. Charles W. Norton, Jr., moved the reelection of the remaining officers and committees for their respective terms of office. This motion, seconded by Dr. Kent, was passed unanimously.

Respectfully submitted,

A. C. ELLIS, Secretary.

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

July 1, 1940

TO THE BOARD OF TRUSTEES OF THE
AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

During the year under report, your Executive Committee has held the regular quarterly and special meetings necessary to the proper conduct of the affairs of the corporation. Reports of the Superintendent have been carefully considered, and special attention has been given to the building problems of the institution.

In November, 1939, the President and the Superintendent of the Printing House addressed a communication to the Superintendent of the Kentucky School for the Blind in which inquiry was made as to the desirability of joint action by the Trustees of the Printing House and the Board of Visitors of the Kentucky School for the Blind in an effort to interest the Commonwealth of Kentucky in acquiring the property of the Printing House at 1839 Frankfort Avenue, Louisville, Kentucky, for the benefit of the Kentucky School for the Blind. In February, 1940, the Chairman of the Advisory Committee of the Kentucky School for the Blind advised the Board of Trustees of the American Printing House for the Blind that the School had no real need for the property at the present time as it has no building program in prospect by which the property of the Printing House could be used. It was further stated that the Board of Visitors of the School hesitated to make any recommendation that the Commonwealth acquire the Printing House property for the benefit of the School under the circumstances that exist.

Your Executive Committee thereupon decided to abandon plans for relocating the Printing House at a new site, and to devote its energies to a building program which anticipates utilization of the present property. The Superintendent was authorized to solicit and receive gifts for the purpose of erecting on the present site of the institution a suitable plant to house the manufacturing departments of the Printing House.

The lease on the property at 116 South Brook Street, Louisville, having expired and the building proved inadequate to properly house the Braille printing department, the Executive Committee leased from the Gibbs-Inman Realty Company, for a period of from three to five years, the property at 825-827 West Broadway, Louisville. This building, originally designed to serve as a commercial printing plant, is well adapted to the needs of the American Printing House for the Blind. There is a maximum of well lighted space, the premises are clean and the location is easily accessible to the employees.

Digitized by Google

The Building Fund Campaign was temporarily suspended during the time the Executive Committee was waiting the decision of the Board of Visitors of the Kentucky School for the Blind. It having been definitely decided to retain and improve the present property of the Printing House at 1839 Frankfort Avenue, the Executive Committee hopes to be able to raise the necessary funds and to provide a suitable factory building during the period of the present lease on the Broadway property. To that end, the fund-raising campaign will be resumed and developed as rapidly as the general economic condition of the country warrants.

Respectfully submitted,

JOHN W. BARR, Jr., President.

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

July 1, 1940

TO THE BOARD OF TRUSTEES OF THE
AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

During the year under report, your Executive Committee has held the regular quarterly and special meetings necessary to the proper conduct of the affairs of the corporation. Reports of the Superintendent have been carefully considered, and special attention has been given to the building problems of the institution.

In November, 1939, the President and the Superintendent of the Printing House addressed a communication to the Superintendent of the Kentucky School for the Blind in which inquiry was made as to the desirability of joint action by the Trustees of the Printing House and the Board of Visitors of the Kentucky School for the Blind in an effort to interest the Commonwealth of Kentucky in acquiring the property of the Printing House at 1839 Frankfort Avenue, Louisville, Kentucky, for the benefit of the Kentucky School for the Blind. In February, 1940, the Chairman of the Advisory Committee of the Kentucky School for the Blind advised the Board of Trustees of the American Printing House for the Blind that the School had no real need for the property at the present time as it has no building program in prospect by which the property of the Printing House could be used. It was further stated that the Board of Visitors of the School hesitated to make any recommendation that the Commonwealth acquire the Printing House property for the benefit of the School under the circumstances that exist.

Your Executive Committee thereupon decided to abandon plans for relocating the Printing House at a new site, and to devote its energies to a building program which anticipates utilization of the present property. The Superintendent was authorized to solicit and receive gifts for the purpose of erecting on the present site of the institution a suitable plant to house the manufacturing departments of the Printing House.

The lease on the property at 116 South Brook Street, Louisville, having expired and the building proved inadequate to properly house the Braille printing department, the Executive Committee leased from the Gibbs-Inman Realty Company, for a period of from three to five years, the property at 825-827 West Broadway, Louisville. This building, originally designed to house a commercial printing plant, is well adapted to the needs of the American Printing House for the Blind. There is an abundance of well-lighted space, the premises are clean and attractive, and the location is easily accessible to the employees.

Digitized by Google

The Building Fund Campaign was temporarily suspended during the time the Executive Committee was waiting the decision of the Board of Visitors of the Kentucky School for the Blind. It having been definitely decided to retain and improve the present property of the Printing House, at 1839 Frankfort Avenue, the Executive Committee hopes to be able to raise the necessary funds and to provide a suitable factory building during the period of the present lease on the Broadway property. To that end, the fund-raising campaign will be resumed and developed as rapidly as the general economic condition of the country warrants.

Respectfully submitted,

JOHN W. BARR, Jr., President.

Digitized by Google

REPORT OF THE SUPERINTENDENT

July 1, 1940

TO THE BOARD OF TRUSTEES OF THE
AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

Certain definite trends which may vitally affect the program of the American Printing House for the Blind should be noted. Schools and libraries are requiring fewer copies of Braille books and are insisting that more titles be embossed. Such a policy places a relatively heavier burden upon the embossing and proofreading departments and results in less printing and binding. During the 1938-1939 fiscal year, 95,300 plates were embossed and 60,200 volumes printed and bound. During the past fiscal year, approximately 104,550 plates were embossed and approximately 42,000 volumes printed and bound. It has therefore been necessary to enlarge the stereotyping department. Seven new stereotyping machines are under construction, and will be put into operation during the coming year.

There is a noticeable increase in the demand for Talking Book records, especially by adult readers. Beginning with the September, 1939, issue, a Talking Book edition of THE READER'S DIGEST has been published each month. Approximately 50 copies of the recorded edition are sent monthly to the schools for the blind and 200 copies to the distributing libraries that serve adult readers. Copies of the recorded edition are supplied to the schools for the blind as a part of the regular service of the Printing House to these institutions. The copies supplied to the distributing libraries are financed by special gifts for this purpose. In the circulation of the records, the libraries give preference to readers who do not read Braille. This policy will be subject to modification when sufficient funds are available to provide free copies of the TALKING READER'S DIGEST to all who prefer it to the Braille edition.

The Braillewriter mentioned in the last Annual Report of the Superintendent has been perfected and put into production. Tentative orders have been received from the schools for approximately 1,500 of the Braillewriters. It is expected that the first lot of Braillewriters will be available early in September of this year, and that subsequent lots of from 50 to 75 machines per month will be assembled and distributed until the school demand is supplied. At this rate, it should take approximately two years to furnish the schools all of the Braillewriters needed. After that, writers will be supplied at cost to individuals and agencies other than those interested in the education of the blind.

Considerable experimentation has been made in an effort to improve appliances for the blind. A very promising key-action upward-writing Braille slate is under construction. If

Digitized by Google

this device proves successful, it may be used to great advantage in the teaching of mathematics to blind children. There is a possibility that it may replace the traditional Braille writing frame that has been in use with little modification for almost 100 years.

Efforts have been made to substitute an electromagnetic drive for the mechanical clutch in the Braille stereotyping machine. If successful, such a device would greatly increase the speed and efficiency of the stereotyper, and at the same time reduce the noise considerably. This stereotyper is undergoing a testing period, and, if it is found successful, all of our older machines will be remodeled by the introduction of the new principle.

During the last month of the fiscal year, considerable time and effort has been devoted to the reorganization of the departments of the Printing House and to the moving of the necessary equipment to 825 West Broadway. The Braille printing and binding departments, both for books and magazines, the map department, the slate department, and the machine shop have been installed at the new location. The Production Manager of the institution has personal charge and supervision of all departments now located at the Broadway branch. The administrative, Talking Book, and Braille stereotyping and proofreading departments are adequately housed at the 1839 Frankfort Avenue address. For the first time in many years, the institution now has adequate and well-adapted space for all of its departments. There is also a reasonable amount of room for necessary expansion in the various departments.

It seems appropriate to call to the attention of the Board of Trustees the possibility of an advance in catalog prices. The unsettled economic conditions due to the World War make it extremely difficult to formulate policies which will make possible the maintenance of present published prices. Already we have had considerable advances in the prices of raw materials, such as paper, metals, and bindery supplies. Acting under an authorization of the Executive Committee, the Superintendent has purchased enough of these materials at the old prices to cover present and future manufacturing requirements for from three to six months. At the end of that period, we shall have to go on the open market and purchase necessary materials at the then-prevailing prices.

There is also the possibility that future minimum-wage and maximum-hour legislation may increase labor costs. Unless we are able to offset increased material and labor costs by greater efficiency in production and distribution of finished materials, the only solution will be to readjust catalog prices in line with future production costs.

In concluding this report, it seems appropriate for the Superintendent to mention that this meeting marks the completion of the 10th year of his association with the Printing House as

Digitized by Google

Superintendent. Personally, these years have been indeed happy ones, and he wishes to acknowledge his deep obligation, both to the ex-officio Trustees and to the members of the Executive Committee, for their unswerving loyalty and support and for many acts of personal kindness.

Respectfully submitted,

A. C. ELLIS, Superintendent.

Digitized by Google

REPORT OF THE
PUBLICATIONS COMMITTEE

July 1, 1940.

TO THE BOARD OF TRUSTEES OF THE
AMERICAN PRINTING HOUSE FOR THE BLIND.

Gentlemen:

The customary list of tentatively approved titles was sent to the schools on September 15, 1939, under date of September 1, 1939, with the usual request for recommendations for books and music for embossing in accordance with the By-laws of the Printing House. From the replies received, there has been compiled a further list of tentatively approved publications comprising 208 literary titles and 319 music selections.

This mass of new recommendations from the schools brings to overwhelming proportions the accumulated Publications Lists which have been tentatively approved by the Publications Committee, but which it has not been possible to submit to the schools for tentative orders for the 20-copy minimum. Inasmuch as a considerable part of this material is no longer of paramount interest to the schools, and inasmuch as newer and better titles may now be available in certain subjects, it is recommended:

1. That in making the annual request to the superintendents for recommendations in 1940 (necessitated by By-law provision), the schools be specifically requested to make no recommendations for new literary publications except for those titles they consider urgent or of pressing value.

2. That a composite Approved Publications List be compiled comprising all titles which have been tentatively approved by the Committee, but which have not been submitted to the schools for tentative orders. This list should not include any titles for which the minimum of 20 copies have been ordered or which have failed to receive this minimum on a regularly advertised Tentative Order List. The list should then be printed, and the schools should be requested to check the entire list and indicate the number of copies each school would require in the event the titles are embossed. All literary titles thereupon failing to meet the 20-copy minimum should be dropped from further consideration, with the provision that they may be recommended on future lists by teachers and superintendents who might wish to bring these books before the Publications Committee for consideration again.

Digitized by Google

The Publications Committee is happy to report that great progress continues to be made in the embossing of Braille music. Two highly trained Braille music embossers have been kept busy during the past year, and 80 new titles, comprising approximately 2100 plates, have been added to our catalog. These 80 new titles include 11 full orchestrations. A long projected list of Braille music is in hand, and the production of new Braille music titles will go forward uninterruptedly during the coming year.

Thirteen years ago, in response to a request from Mr. Thomas S. McAloney, then Chairman of the Printing House Publications Committee, the American Library Association appointed a Sub-Committee of the Book Evaluation Committee to recommend lists of children's books for transcription into Braille. These lists were intended to represent the opinion of experts in the field of children's literature, and were to be used solely as an aid in the consideration and selection of titles for approval by the Publications Committee of the Printing House. The work of the American Library Association Sub-Committee was revived during 1939 with a member of the Printing House staff as Chairman. Last July, a long list of 143 titles was presented by the A. L. A. Sub-Committee, and a list of 50 additional titles will be submitted in July of this year. Any of the titles on this list which are not recommended by the schools and approved for publication within a period of eighteen months are to be referred to hand-transcribing agencies for possible embossing by their workers.

In making recommendations of titles to be published, a number of the schools have suggested that certain printed test materials published by the Cooperative Test Service of the American Council on Education, New York City, a number of whose publications are already contained in our catalog, be published annually as new editions become available. Inasmuch as these tests are in the nature of achievement tests for various subjects, such as foreign languages, algebra, geometry, etc., and inasmuch as the amount of embossing involved is relatively small, the Publications Committee recommends that the editorial department of the Printing House be authorized to publish new Braille editions of each test as they are issued by the Cooperative Test Service.

On July 1, 1935, the Board of Trustees approved a policy of requiring that all lists of recommended titles, after approval by the Publications Committee, be submitted to the schools for tentative orders, with the provision that none of these titles be embossed in Braille until tentative orders for at least 20 copies had been received from the schools. Since that time, orders for a minimum of 20 copies have been secured prior to publication of any title by the Printing House.

Digitized by Google

Lately, it has become evident that several of the superintendents of the schools for the blind have misunderstood this general policy of the Publications Committee by construing it to mean that they cannot have embossed and printed at the expense of their own institutions books and other publications of especial interest to them alone, or which they desire so urgently as to be willing to pay the entire plate costs. Other superintendents have construed the 20-copy-minimum policy to mean that they can secure publication of any title by simply ordering 20 copies, thereby placing the embossing cost of such a title on all of the schools for the blind, although the school initiating the order may constitute the entire market for the particular book in question.

It is therefore recommended that, in addition to the 20-copy minimum of tentative orders for literary titles, a further provision be made that these orders be received from at least 5 schools, thereby indicating a fairly general demand for the title. This policy would not bar any superintendent from authorizing the embossing of any title and directing that the entire plate expense be charged to the quota account of his school.

In recent years, there has been a very noticeable tendency on the part of the schools and libraries to demand fewer copies of a great many titles instead of ordering many copies of a few titles. This change in policy has resulted in the publication of a great many titles both for children and adults. Such a change is of serious import to the Printing House, since relatively less work will be required in the printing and binding departments, and a greatly increased load will be laid upon the stereotyping and proofreading departments to emboss the necessary Braille plates for a greatly enriched catalog. To meet this situation, several new stereotyping machines are beng built, and new operators are being trained to operate them.

In March, 1940, a new CATALOG OF GENERAL PUBLICATIONS AND APPLIANCES was published. In the preparation of this catalog, a great many titles embossed in Braille grade 1½ upon 12-inch plates, and printed on one-side only, were discarded. Final editions were advertised for all of the titles dropped from the catalog. After all of the schools and libraries had had ample opportunity to obtain replacements for these titles, the Publications Committee authorized the Superintendent to sell the plates for these books as scrap metal.

The Publications Committee will watch with interest the reception by the schools of the report of American Foundation for the Blind on its special project to study the use of the Talking Book in the education of the blind. If it is demonstrated that the Talking Book is to have a wider use in the education of the blind, it is assumed that the Publications Committee will receive and consider recommendations for titles to be recorded for use

Digitized by Google

in the schools. This would seem a logical counterpart of the Committee's work in connection with the consideration and selection of Braille titles to be embossed.

Respectfully submitted,

G. E. LINEBERRY, Chairman

Digitized by Google

NEW BRAILLE BOOK SPECIFICATIONS

The Board of Trustees of the Printing House, at its Annual Meeting on July 1, 1940, unanimously adopted the Report of the American Association of Instructors of the Blind Braille Committee presented to the convention on June 27, 1940. The Report of the A. A. I. B. Committee was compiled from the results of a questionnaire sent to all of the schools for the blind, making inquiry into the problems of interpreting and applying the Braille code.

In the future, the practices and specifications recommended by the Report will govern the Printing House in the manufacture and distribution of books for the schools. The Report follows:

"In the light of the replies received to the questionnaire, your Committee (A. A. I. B.) wishes to recommend for the consideration of the Trustees of the American Printing House for the Blind:

"1. The adoption of the following practices in the publication of Braille materials for the use of the schools:

"a. **In Pre-primers and Primers,** the use of Braille grade 1 and 1½, according to the demand from the schools; one-side, double-space printing.

(**Note:** It is recommended further that the practice of following the sentence-phrasing form in the ink-print editions of primary books be discontinued, so that all Braille lines begin in the first cell. Care should also be taken to complete a sentence on a page before going to the next page, so that the pages not be too full.)

"b. **In First Readers and other First-Grade Material,** the use of Braille grade 1 or 1½, according to the demand from the schools; interlined printing (i.e., two-side, double-space printing).
(**Note:** Same as "a" above.)

"c. **In Second Readers and other Second-Grade Material,** the use of Braille grade 1½; one-side, single-space printing.

"d. **In Third Grade to Junior High School Material,** the use of Braille grade 1½; interpoint printing.

"e. **In Junior-Senior High School Material,** the use of Braille grade 2, following the interpretations of the rules for Standard English Braille as at present set forth by the Library of Congress; interpoint printing.

Digitized by Google

"f. **In Educational and Achievement Tests,** the use of the proper grade of Braille and type of print in accordance with 'a'—'e' above, with the further provision that care should also be taken to complete not only sentences, but whole questions on a page before beginning the next page.

"2. The preparation (or adoption) and publication of manuals for teaching Braille grades 1½ and 2, as follows:

"**For teaching Revised Braille grade 1½**—a manual (published in both Braille and ink print) accompanied by appropriate reading drill material embossed in Braille grades 1 and 1½, the grade 1½ contractions gradually introduced in the order followed in the manual.

"**For teaching Standard English Braille grade 2**—a manual (published in both Braille and ink print) accompanied by appropriate reading drill material, embossed in Braille grades 1½ and 2, the grade 2 contractions gradually introduced in the order followed in the manual and following the interpretations of the rules of Standard English Braille as at present set forth by the Library of Congress.

"3. The adoption of the following practices in the printing and binding of Braille material for the schools:

"a. Continue the use of the present type of binding of textbooks, with every effort made to improve its durability.

"b. Reduce the average number of pages per volume, especially in books for the use of younger children.

"c. Include a Braille identification panel, similar to that used in Library of Congress books, at the top left side of the front cover, giving the author, title and volume number.

"d. Include a bookmark with each volume.

"4. The adoption of the practice of stocking ink-print copies of American Printing House Brailled textbooks, to be purchased by the schools for **cash,** so that identical Braille and ink editions may be available."

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1939 to June 30, 1940

Month	No. of Voucher	To Whom Paid	For What Purpose	Amounts
1939				
July	9588	Pay Roll for July, 1939	Services	$ 9,821.66
Aug.	9589	Queen City Paper Co.	Bindery Materials	917.17
Aug.	9590	Swift & Co.	Bindery Materials	288.14
Aug.	9591	Miller Paper Co.	Paper	6,283.47
Aug.	9592	Carbide & Carbon Chem. Corp.	Vinylite	3,394.54
Aug.	9593	Pay Roll for Aug., 1939	Services	9,721.66
Sept.	9594	Miller Paper Co.	Paper	10,684.72
Sept.	9595	Pay Roll for Sept., 1939	Services	9,754.16
Oct.	9596	Pay Roll for Oct., 1939	Services	6,586.66
Oct.	9597	Pay Roll for Oct., 1939	Services	3,515.00
Nov.	9598	Pay Roll for Nov., 1939	Services	1,445.00
Dec.	9599	Pay Roll for Dec., 1939	Services	7,803.33
1940				
Jan.	9600	Carbide & Carbon Chem. Corp.	Vinylite	3,163.74
Jan.	9601	Miller Paper Co.	Paper	9,837.20
Jan.	9602	Pay Roll for Jan., 1940	Services	7,813.33
Feb.	9603	Pay Roll for Feb., 1940	Services	7,813.33
March	9604	Pay Roll for March, 1940	Services	7,900.83
April	9605	Pay Roll for April, 1940	Services	7,050.00
May	9606	Pay Roll for May, 1940	Services	6,105.00
June	9607	Pay Roll for June, 1940	Services	5,040.00
June	9608	Pay Roll for June, 1940	Services	61.06
		GRAND TOTAL		$125,000.00

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

Incorporated

Financial Statement
As of June 30, 1940

ASSETS			
Current			
Cash		$ 251.22	
Bond Coupons		100.00	
Accounts Receivable		64,003.46	
Inventory			
Finished Stock	$ 71,020.02		
Goods in Process	445.00		
Raw materials	15,659.78	87,124.80	
TOTAL CURRENT			$151,479.48
Other			
Supplies and Prepaid Insurance		3,628.54	
Stereotype Plates and Master Records		48,834.33	
TOTAL OTHER			$ 52,462.87
Properties			
Real Estate		30,225.00	
Buildings		82,379.14	
Machinery and Tools		79,203.65	
Furniture and Fixtures		7,899.66	
Office Equipment		9,285.52	
TOTAL PROPERTIES			$208,992.97
TOTAL OPERATING ASSETS			$412,935.32
Less—Reserve for Contingencies			46,905.44
NET OPERATING ASSETS			$366,029.88
Endowment Fund Investments		2,000.00	
Building Fund Cash		3,662.70	
Reader's Digest Fund Cash (Net)		3,422.18	9,084.88
TOTAL ASSETS			$375,114.76
LIABILITIES			
Current			
Accounts Payable	$ 43,507.00		
Due on Quota Accounts	29,088.43	$ 72,595.43	
Other			
Prepaid Magazine Subscriptions	15,376.67		
Endowment Fund Income	200.00		
Unallocated Gifts	300.00	15,876.67	
TOTAL LIABILITIES		$ 88,472.10	
Net Worth—			
Capital Investment		277,484.78	
Special Funds			
Endowment Principal	$ 2,073.00		
Building Fund Principal	3,662.70		
Reader's Digest Fund Principal	3,422.18	9,157.88	
TOTAL LIABILITIES AND NET WORTH			$375,114.76

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

Cash Receipts and Disbursements
July 1, 1939 to June 30, 1940

RECEIPTS

U. S. Government—Sales to Public Institutions		$125,000.00
Sales to Others		138,948.67
Magazine Sales		19,942.36
Miscellaneous Sales and Refunds		596.23
Gifts to Building Fund		22.00
Reader's Digest Fund		5,887.18
TOTAL RECEIPTS		$290,396.44
Balance—July 1, 1939		3,660.46
TOTAL CASH TO ACCOUNT FOR		$294,056.90

Disbursements

Paper	$ 29,671.04		
Plate Blanks	5,234.75		
Bindery Material	9,720.61		
Talking Book Materials	22,452.18		
Sundry Material	1,627.47	$ 68,706.05	
Salaries and Wages		156,702.18	
Light, Heat, Power and Water		4,246.83	
Manufacturing Expense		11,985.16	
Shipping Expense		10,312.00	
Repairs and Maintenance		1,484.37	
Overhead Expense		18,668.60	
Rent		1,935.00	
Experimental Expense		1,805.37	
Sales Refunds		186.33	
TOTAL OPERATING DISBURSEMENTS		$276,031.89	
Improvements			
Buildings	$ 793.38		
Machinery and Equipment	9,480.53	$ 10,273.91	
TOTAL DISBURSEMENTS			$286,305.80
BALANCE—JUNE 30, 1940			$ 7,751.10

Represented By

Balance in General Checking Account	$ 1.22	
Cash in Office	250.00	
Balance in Building Fund Account	3,662.70	
Balance in Reader's Digest Fund Account	3,837.18	$ 7,751.10

We hereby certify that the foregoing "Financial Statement" as of June 30, 1940, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1939 to June 30, 1940, prepared by us (pages 20 to 21), are correctly drawn and, in our opinion, present the financial condition and cash status of the American Printing House for the Blind as of June 30, 1940.

MELDRUM & MELDRUM
By—George F. Meldrum
Certified Public Accountant
Louisville, Kentucky.

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1937-1940

	1937-1938	1938-1939	1939-1940
Braille Publications:			
Number of Plates Stereotyped	86,933	95,300	103,859
Number of Titles Embossed			
Literary	186	214	159
Music	137	197	80
Number Pages Printed	19,207.748	25,438,926	25 200 888
Number Volumes Bound	52,877	60,200	42,746
Number Magazines and Pamphlets Published	222,581	301,289	301,189
Number Music Selections Published	9,174	9,462	7,439
Talking Books:			
Number Masters Recorded	363	735	1,618
Number of Titles Recorded	27	19	60
Number of Records Pressed	36,394	33,425	147,610
Number Sets of Records Pressed	3,642	2,987	6,986
Number of Albums Made	1,117	355	183
Tangible Apparatus Manufactured:			
Arithmetic Type Frames	752	———	———
Maps (Wood, dissected and Relief)	45	55	54
Notation-Graphs	———	———	———
Slates	3,699	2,913	2,706
Styluses	———	6,208	7,487
Typewriter Cases	96	———	———
Taylor Arithmetic Slates	———	106	163
Valuation of Shipments:			
To Schools	$129,928.11	$128,268.56	$124,042.28
To Libraries and Individuals (Including Cash Sales)	106,962.13	118,300.11	185,449.66
Totals	$236,890.24	$245,475.35	$309 491.94
Total Operating Costs	$227,047.23	$240,868.84	$287.867.11
Total Amount of Pay Rolls	$101,729.78	$132,761.31	$142,006.03

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS for the EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1940, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	No. of Pupils January, 1939	Amount of Quota for the year ending June 30, 1940
Alabama School for the Blind, White Dept., Talladega, Ala.	190	$ 3,583.28
Alabama School for the Negro Deaf and Blind, Talladega, Ala.	42	792.09
Arizona School for the Deaf and Blind, Tucson, Ariz.	50	942.97
Arkansas School for the Blind, Little Rock, Ark.	109	2,055.67
Atlanta Public Schools, Dept. for the Blind, Atlanta, Ga.	9	169.73
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Mich.	4	75.44
Buffalo Board of Education, Classes for the Blind, Buffalo, N. Y.	23	433.77
California School for the Blind, Berkeley, Calif.	130	2,451.72
Chicago Public Schools, Dept. for the Blind, Chicago, Ill.	66	1,244.72
Cincinnati Public Schools, Classes for the Blind, Cincinnati, Ohio	10	188.59
Cleveland Public Schools, Dept. for the Blind, Cleveland, Ohio	36	678.94
Colorado School for the Deaf and Blind, Colorado, Springs, Colo.	55	1,037.27
Connecticut School for the Blind, Hartford, Conn.	71	1,339.02
Detroit Public Schools, Braille and Sight-Saving Dept., Detroit, Mich.	56	1,056.13
Elizabeth Public Schools, Class for the Blind, Elizabeth, N. J.	2	37.72
Florida School for the Deaf and the Blind, St. Augustine, Fla.	108	2,036.81
Garfield Public Schools, Classes for the Blind, Garfield, N. J.	9	169.73
Georgia Academy for the Blind, Macon, Ga.	116	2,187.69
Grand Rapids Public Schools, Braille and Sight-Saving Dept., Grand Rapids, Mich.	10	188.59
Hackensack Public Schools, Class for the Blind, Hackensack, N. J.	6	113.16
Idaho State School for the Deaf and the Blind, Gooding, Idaho	29	546.92
Illinois School for the Blind, Jacksonville, Ill.	240	4,526.26
Indiana School for the Blind, Indianapolis, Ind.	128	2,414.00

Digitized by Google

Instituto Puertorriqueno de Ninos Ciegos, Department de Sanidad, Santurce, Porto Rico	60	1,131.56
Iowa School for the Blind, Vinton, Iowa	186	3,507.84
Jackson Public Schools, Class for the Blind, Jackson, Mich.	8	150.88
Jersey City Public Schools, Classes for the Blind, Jersey City, N. J.	12	226.31
Kansas School for the Blind, Kansas City, Kan.	80	1,508.75
Kentucky School for the Blind, Louisville, Ky.	183	3,451.27
Long Beach Public Schools, Classes for the Blind, Long Beach, Calif.	4	75.44
Los Angeles Public Schools, School for the Blind and Sight-Saving, Los Angeles, Calif.	72	1,357.88
Louisiana State School for the Blind, Baton Rouge, La.	90	1,697.34
Louisiana School for Deaf and Blind Negro Children, Scotlandville, La.	49	924.11
Maryland School for the Blind, Overlea, Md.	165	3,111.80
Michigan Employment Institution for the Blind, Saginaw, W.S., Mich.	11	207.45
Michigan School for the Blind, Lansing, Mich.	195	3,677.58
Milwaukee Public Schools, Dept. for the Blind, Milwaukee, Wis.	7	132.02
Minneapolis Public Schools, Dept for Sight-Saving and Braille, Minneapolis, Minn.	44	829.81
Minnesota School for the Blind, Faribault, Minn.	123	2,319.79
Mississippi School for the Blind, Jackson, Miss.	72	1,357.88
Missouri School for the Blind, St. Louis, Mo.	111	2,093.39
Montana School for the Deaf and Blind, Great Falls, Mont.	26	490.34
Montclair Public Schools, Dept. for the Blind, Montclair, N. J.	5	94.30
Nebraska School for the Blind, Nebraska City, Nebr.	56	1,056.13
Newark Public Schools, Dept. for the Blind, Newark. N. J.	15	282.89
New Mexico School for the Blind, Alamogordo. N. M.	88	1,659.63
New Orleans Public Schools, John Dibert School, Class for the Blind, New Orleans, La.	5	94.30
New York City Public Schools, Classes for the Blind, Brooklyn, N. Y.	91	1,716.20
New York Institute for the Education of the Blind, New York, N. Y.	224	4,224.50
New York State School for the Blind, Batavia, N. Y.	150	2,828.91
North Carolina School for the Blind and the Deaf. Raleigh, N. C.	300	5,657.81
North Dakota School for the Blind, Bathgate, N. D.	36	678.94

Digitized by Google

Ohio School for the Blind, Columbus, Ohio	250	4,714.84
Oklahoma School for the Blind, Muskogee, Okla.	137	2,583.74
Oklahoma State Institute for Deaf, Blind and Orphan Colored Children, Taft, Okla.	24	452.63
Oregon Blind Trade School, Portland, Ore.	58	1,093.84
Oregon State School for the Blind, Salem, Ore.	96	1,810.50
Paterson Public Schools, Dept. for the Blind, Paterson, N. J.	8	150.88
Pennsylvania Institution for the Instruction of the Blind, Overbrook, Pa.	234	4,413.10
Perkins Institution and Massachusetts School for the Blind, Watertown, Mass.	245	4,620.55
Piney Woods School, Piney Woods, Miss.	22	414.91
Royer-Greaves School for the Blind, King of Prussia, Pa.	25	471.49
St. Cloud Public Schools, Dept. for the Blind, St. Cloud, Minn.	13	245.17
School for the Deaf and Blind, Pasay Rizal, P. I.	18	339.47
South Carolina School for the Deaf and Blind, Cedar Spring, S. C.	108	2,036.81
South Dakota School for the Blind, Gary, S. D.	44	829.81
Tennessee School for the Blind, Nashville, Tenn.	185	3,488.99
Territorial School for Deaf and Blind, Honolulu, T. H.	23	433.77
Texas School for the Blind, Austin, Texas	242	4,563.97
Texas Deaf and Dumb and Blind Institute for Colored Youths, Austin, Texas	196	3,696.44
Utah School for the Deaf and the Blind, Ogden, Utah	30	565.78
Virginia School for the Deaf and the Blind, Staunton, Va.	100	1,885.94
Virginia School for Colored Deaf and Blind Children, Newport News, Va.	51	961.83
Washington State School for the Blind, Vancouver, Wash.	84	1,584.19
Western Pennsylvania School for the Blind, Pittsburgh, Pa.	158	2,979.78
West Virginia State Schools for Deaf and Blind, Romey, W. Va.	114	2,149.97
West Virginia Schools for Colored Deaf and Blind, Institute, W. Va.	15	282.89
Wisconsin School for the Blind, Janesville, Wis.	169	3,187.24
Youngstown Public Schools, Dept. for the Blind, Youngstown, Ohio	12	226.31
Totals	6,628	$125,000.00
Per Capita $18.85938		

Digitized by Google

ACKNOWLEDGMENTS

The Board of Trustees of the American Printing House for the Blind gratefully acknowledges the cooperation and support of:

Authors, Publishers and **Copyright Owners** for generously permitting the reproduction of their copyrighted books and materials in Braille, or on Talking Books, for the use of the blind.

The thousands of generous people throughout the world who have contributed to the **Reader's Digest Fund for the Blind** to provide Braille and Talking Book editions of THE READER'S DIGEST.

The Reader's Digest Association, Pleasantville, New York, for aid and support in the publication of the Braille and Talking Book editions of THE READER'S DIGEST.

The **American Education Press,** Columbus, Ohio, for cooperation in the publication of special Braille editions of CURRENT EVENTS and MY WEEKLY READER.

The Braille Institute of America, Los Angeles, California, for the gift of embossed plates for sixty books.

The Illinois School for the Blind, Jacksonville, for the loan of Braille music plates for printing school editions of certain titles, and for cooperation in the joint publication of Braille and ink editions of 1940 ADDRESS GUIDEBOOK FOR THE BLIND.

The **Chicago Public Library, Department for the Blind,** Chicago, Illinois, and the **New York Institute for the Education of the Blind,** New York, for the loan of stereotyping machines.

The American Foundation for the Blind, New York, for collaboration and exchange of technical information in order to improve and extend the Talking Book services to the blind, and for the editorial work in connection with the compilation and publishing of the annotated Talking Book bibliography LEARNING BY LISTENING published jointly by the two institutions.

The New York Institute for the Education of the Blind, New York, for making it possible for the Printing House to print and distribute both Braille and ink editions of YOU CAN LEARN TO READ BRAILLE by Miss Madeleine S. Loomis.

The Minnesota School for the Blind, Faribault, for the development of an upward-writing Braille slate known as the Hoff Arithmetic Slate.

Mr. Harry R. Detweiler, Aurora, Illinois, son-in-law of Frank H. Hall, inventor of the Hall Braillewriter, for the donation of the original model of the writer.

Digitized by Google

Mrs. Reed McIntire, Ardmore, Pennsylvania, for the presentation of the two original charters of the "Society for Providing Evangelical Religious Literature for the Blind," (dated April 19, 1879) and "The National Association for Publishing Musical and Literary Works for the Blind," (dated June 10, 1869.)

Mrs. J. Lowry Bullock, Louisville, Kentucky, daughter-in-law of Judge W. F. Bullock, first President of the Board of Trustees of the American Printing House for the Blind, for a picture of Judge Bullock.

Braille Hand Transcribers of the American Red Cross and the Detroit Public Library, Detroit, Michigan, for continued gifts of valuable books to the Students' Library Collection of the Printing House.

Digitized by Google

FINANCIAL NEEDS

The United States Government has, indeed, been generous to the blind. Free schoolbooks and apparatus have been provided through an annual appropriation to the Printing House. Wisely, the expenditures out of this appropriation have been restricted largely to materials and labor which go into the production of books and apparatus for the schools for the blind. No part of the appropriation may be spent for land, buildings, purchase of equipment, research, or for expansion and improvements. These and other necessary expenses must be met out of funds derived from other sources.

In order to maintain the physical plant at its present level of efficiency and to provide for necessary expansion to meet the needs of an ever-widening program of services to the blind, additional funds are needed. The Trustees submit to the friends and patrons of the Printing House a partial list of the pressing financial needs of the institution.

I. For an additional building to house the greatly enlarged printing and binding departments..... $100,000

II. For mechanical and educational research to improve existing methods of publishing for the blind 15,000

III. To develop the Students Library Service..... 25,000

IV. For necessary additional equipment in all departments 15,000

V. For an Endowment to enable the Trustees to meet any unusual demands for services not provided for in the Government appropriations..... 500,000

Digitized by Google

THE BRAILLE ALPHABET



The six dots of the Braille cell are arranged and numbered thus: 1 4 2 5 3 6. The capital sign, dot 6, placed before a letter, causes it to be capitalized. The numeral sign, dots 3, 4, 5, 6, placed before a character, causes it to be taken and read as a letter.

American

Printing House

for the Blind

Louisville, Ky.

FORM OF BEQUEST

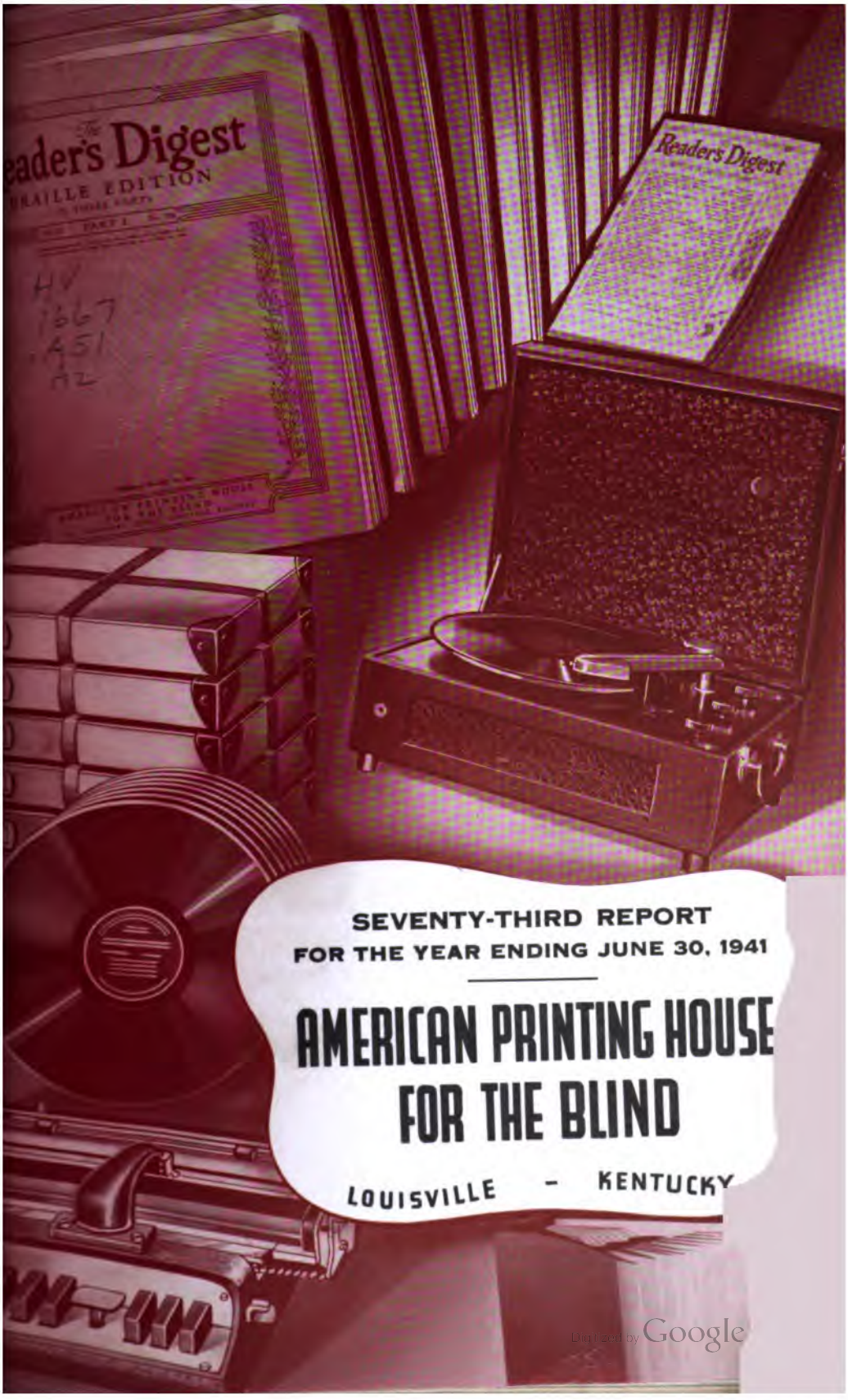
I give and bequeath to THE AMERICAN PRINTING HOUSE FOR THE BLIND, 1839 Frankfort Avenue, Louisville, Kentucky, the sum of

_____ *Dollars ($*_____*)*

to be used for its general purpose.

Digitized by Google

Digitized by Google



SEVENTY-THIRD REPORT

FOR THE YEAR ENDING JUNE 30, 1941

AMERICAN PRINTING HOUSE FOR THE BLIND

LOUISVILLE - KENTUCKY

Digitized by Google

Digitized by Google

HV
1667
.A51
.92

Digitized by Google

Digitized by Google

SEVENTY-THIRD REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

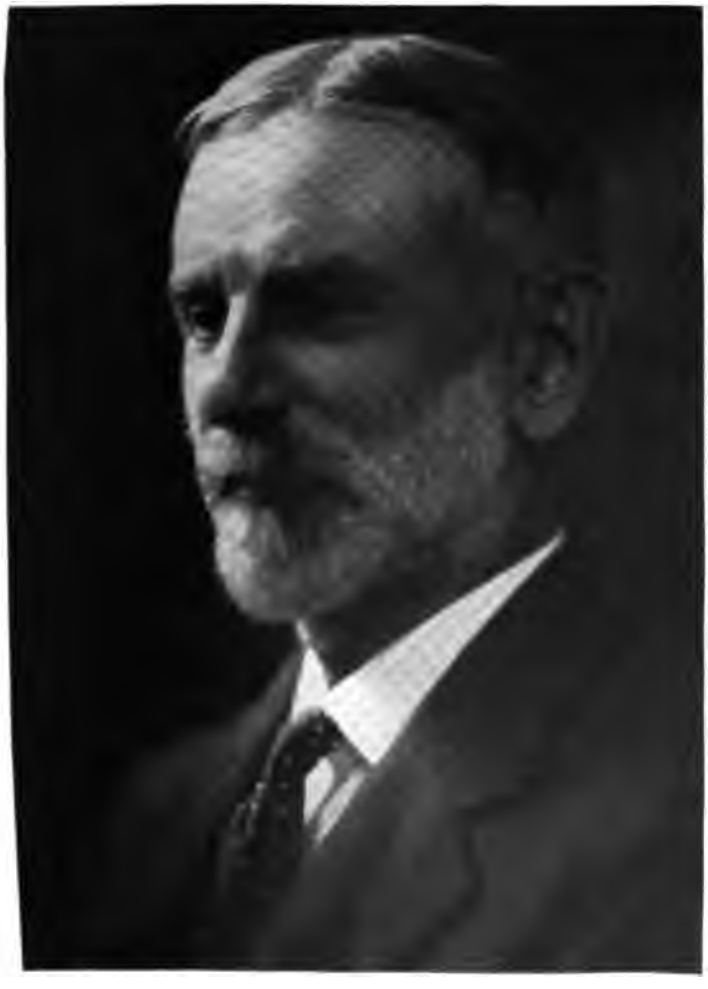
THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1941

Digitized by Google

The Seventy-third Report of the American Printing House for the Blind is dedicated to the memory of Mr. John W. Barr, Jr., who was a Trustee of the institution for thirty-six years, twenty of which he served ably as President of the Board of Trustees. He worked untiringly for a legislative program which resulted in sufficient appropriations to provide an adequate supply of educational materials for all of the schools for the blind in the United States. In Mr. Barr's death, March 4, 1941, the members of the Board have lost a wise counselor, a loyal friend and an inspiring leader.

Digitized by Google



JOHN WATSON BARR, JR.

Digitized by Google

OFFICERS

●

President

CHARLES W. ALLEN

Vice-President

JOHN F. BLEDSOE

Secretary and Superintendent

A. C. ELLIS

Treasurer

CITIZENS-UNION NATIONAL BANK

Publications Committee

G. E. LINEBERRY, *Chairman*

WILLIAM E. ALLEN
B. S. JOICE
MRS. O. W. STEWART
R. W. WOOLSTON

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
JUDGE E. S. CLARKE
STUART DUNCAN
MARK F. ETHRIDGE
DR. R. A. KENT
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

Chartered in 1858

1839 Frankfort Avenue

Louisville, Kentucky

HISTORY, PURPOSES AND POLICIES

For the benefit of those who are new to work for the blind, we are repeating from previous reports the following brief historical sketch of the American Printing House for the Blind:

When schools for the blind were established in this country, over a century ago, one of the greatest needs was for an ample supply of embossed books and special apparatus for instructional purposes. The small number of the blind, and the specialized nature of embossed printing, resulted in such high production costs that the printing of these books could not be undertaken as a commercial enterprise. It was evident that an adequate supply of educational materials could be obtained only through private philanthropy and Government subsidy.

A central, national printing house to supply all of the states was proposed, and in 1858 Kentucky chartered the American Printing House for the Blind. It is the oldest national institution for the blind in this country and the largest publishing house for the blind in the world. Operating on a non-profit basis, it furnishes books and apparatus for the education of the approximately sixty-five hundred blind children enrolled in the public institutions and classes in the United States and its territories. For the over thirty thousand adult blind readers the Printing House provides in the Braille system and on Talking Books a wide range of literature which includes twenty-six periodicals.

The original Kentucky Board of Trustees consisted of seven citizens of Louisville. Upon the death or resignation of a member, the vacancy is filled by the Board. In 1879 the superintendents of the public educational institutions for the blind in the United States became ex-officio members of the Board. From its beginning—eighty-three years ago—this Board has been free from political interference. Long tenure of office, a deep sense of responsibility, and a flexibility of policy to meet changing methods and needs in the education of the blind, have

Digitized by Google

characterized the service of the Trustees. The members serve without pay, not even charging for traveling expenses when attending meetings.

Although the Printing House serves all of the blind in this country, the site of seven acres, and the greater part of the cost of the buildings and equipment, were paid for by the State of Kentucky. In 1879 Congress created a permanent appropriation to the American Printing House for the Blind for the specific purpose of providing free schoolbooks and tangible apparatus for the blind children enrolled in the schools. From time to time, this appropriation has been increased, until it now amounts to $125,000 per year. This Federal appropriation must be spent solely for books and apparatus manufactured at actual cost and supplied to the public educational institutions for the blind in the United States and its territories. *No part of the Federal grant may be expended in the erection or leasing of buildings.*

On the first Monday of each January, the superintendents of the schools for the blind certify to the Printing House the number of blind pupils enrolled in their schools on that date. The sum of these enrollments is used to determine the per capita allotment of books and tangible apparatus to each school for the blind for the succeeding fiscal year, July 1 to June 30, inclusive. The per capita allotment, or quota credit, of any school for the blind may, on the authorization of the superintendent of such school, be utilized to supply any embossed books, tangible apparatus or other materials manufactured at the Printing House and advertised in its published catalogs, or for the publication or manufacture at the Printing House of any like materials which the school may require.

A Publications Committee is elected by the Board of Trustees and consists of five superintendents of schools for the blind. Each year, this Committee requests the superintendent of each institution for the education of the blind to submit a list of books which he deems most desirable for the use of the blind. Out of these lists the Committee selects for publication those books for which there is the greatest number of requests.

Besides being the official schoolbook printery, the Printing House prints books and periodicals for organizations which provide free literature for the blind. Many agencies have found this cheaper and more satisfactory than doing the work in their

Digitized by Google

own establishments. On these contracts full production costs plus a reasonable percentage of overhead are charged. The latter is used to maintain buildings and equipment, and operates to lower the cost of books and apparatus.

The Talking Book for the blind has provided a new approach to literature for those without sight. Essentially, the Talking Book is a long-playing phonograph record recorded solely for the use of the blind and reproduced on a highly specialized phonograph. For the thousands of blind people who will never learn to read Braille, the Talking Book is a great boon. For instructional purposes, as a supplement to Braille books, the Talking Book promises much. Beginning in 1935, the Superintendent of the Printing House began to give serious attention to the problems involved in the production of Talking Books as a part of the regular services of the institution. As a result of the ever-increasing demands for Talking Book records, the Talking Book department has grown from a small recording studio until it is a major activity of the institution.

Special printing presses, embossing machines, sectional maps, Braille writing frames, a Braillewriter, arithmetic slates, peg boards for kindergarten, frames for writing longhand, and sentence boards have been designed and built here. This original material has profoundly influenced the art of instructing the blind in this and other countries.

An enlarged program of service to the blind is contemplated which includes, in addition to Braille books, Talking Books, and tangible apparatus, such features as a students library, home teaching service, information bureau, the publication of books in large print for the partially blind, and a program of research into the specific problems relating to the selection, preparation and distribution of literature and appliances for the blind and near-blind.

Digitized by Google



Ink-print and Braille copies of *Webster's Students Dictionary*
(Courtesy Texas School for the Blind)



"Fingers That S
(Courtesy Wis. Sch for the Blind)



Braille library in a school for the blind
(Courtesy Pa. Institution for the Instruction of the Blind)

Digitized by Google

ANNUAL MEETING

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 1 p. m., July 12, 1941, at the Pendennis Club, Louisville, Kentucky, with a quorum present.

The Minutes of the Annual Meeting of July 1, 1940, were read and approved.

The Reports of the Executive Committee and of the Superintendent were read and upon motion it was voted that they be accepted and filed. The Report of the Publications Committee together with its recommendations concerning the selection and distribution of Talking Book records to the schools for the blind was unanimously approved. The committee reports are reprinted in full in this Report.

The following resolution was unanimously adopted:

WHEREAS, By its Charter granted by the General Assembly of Kentucky by Act of January 23, 1858, as heretofore amended, the American Printing House for the Blind is authorized to print and distribute books in Braille and to invest its funds in restricted real estate mortgage notes; and

WHEREAS, Under authorization of the Congress of the United States the Printing House is producing and distributing other apparatus for the education of the blind as well as books printed in Braille, and real estate mortgage notes as restricted in the original Charter as amended are not available for investment of the funds it now has for investment;

NOW, THEREFORE, BE IT RESOLVED, That the Charter of the American Printing House for the Blind be amended in accordance with the provisions of Section 882 of Kentucky Statutes as follows:

1. The nature of the business of the corporation, in addition to the publication and distribution of books in Braille for the blind, shall consist of the production and distribution of topographical maps, talking records and machines and any and every other kind of apparatus that is now in use or that hereafter may be used in the education of blind persons by any one or more of the public institutions for the education of the blind in the United States and its territories.

Digitized by Google

2. Section 5 of said Charter is amended so that, as amended, it shall read as follows:

"The Executive Committee of the Trustees shall have the power to invest funds of the corporation in bonds or other interest-bearing obligations of the Government of the United States of America; bonds and state warrants and other interest-bearing obligations of the State of Kentucky, including Bridge Revenue bonds issued by the Kentucky State Highway Commission as an agency of the Commonwealth of Kentucky; securities authorized by an Act of Congress entitled 'The Federal Farm Loan Act,' bonds and obligations of the Home Owners Loan Corporation, Federal Farm Mortgage Corporation, Federal Intermediate Credit Bank, and bonds, mortgages and obligations issued or insured by the Federal Housing Administrator; and real estate mortgage notes, bonds and other interest-bearing or dividend-paying securities which would be regarded by prudent businessmen as safe investments; and to make loans with such securities as collateral."

AND BE IT FURTHER RESOLVED, That Charles W. Allen, President, and A. C. Ellis, Secretary, be and they hereby are authorized and directed to prepare, execute and procure the signatures of two-thirds of all the Trustees to such an amendment and to file same in the office of the County Clerk of Jefferson County, Kentucky, and in the office of the Secretary of State and to do all other things necessary to render said amendment effective.

Upon motion, the following officers were duly and unanimously elected for the fiscal year 1941-1942:

Charles W. Allen, President
John F. Bledsoe, Vice-President
A. C. Ellis, Secretary
First National Bank of Louisville, Treasurer.

Respectfully submitted,

A. C. ELLIS,
Secretary

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

July 12, 1941

To The Board of Trustees of The
American Printing House For The Blind

Gentlemen:

In accordance with By-law provisions, the Executive Committee has held the necessary meetings at which the management of the business of the American Printing House for the Blind has been carefully considered.

The Committee, through the adoption of the necessary resolutions, formally accepted the provisions of the Constitution of the State of Kentucky which relate to the government and management of Kentucky corporations. This acceptance makes it possible for the Board of Trustees, through steps outlined in the Kentucky Statutes, to make any desired amendments in the Charter of the corporation.

Inasmuch as the Citizens-Union National Bank, and its predecessor the Citizens National Bank, has served as Treasurer of the Printing House for more than forty years, and during this time has acted as sole depository of the funds of the institution, the Executive Committee voted, subject to the approval of the Board of Trustees, to elect the First National Bank of Louisville as Treasurer for the 1941-1942 fiscal year.

It is with great sorrow that we record the death of Mr. John W. Barr, Jr., who, in the capacity of Trustee and President, served the Printing House loyally and faithfully for more than thirty-six years. His wise counsel and constructive influence will be sorely missed. You who knew Mr. Barr personally will readily appreciate what a friend the Printing House has lost. I shall find it impossible, as President of the Board, to fill his place.

The Committee announces the election of two new Trustees, Mr. Mark Ethridge and Mr. John McFerran Barr. These gentlemen are singularly fitted through experience and personal qualifications to render distinguished service as members of the Board of Trustees.

During the year under report, there have been an unprecedented number of appeals to the public for funds for charitable

Digitized by Google



Listening to Scott's *Lady of the Lake*



Comparison Braille, ink-print, and Talkin eft to right)
of Scott's *Lady of the Lake*. Talki right

Digitized by Google

and educational institutions, war relief, and Defense activities. The contributing public has also been faced with marked increases in taxes—and heavier to come. These conditions have made it increasingly difficult for finance committees to raise necessary funds for institutions. In view of these general conditions, the Executive Committee is happy to report that during the year 3,552 contributors donated $46,424.22 to the READER'S DIGEST FUND FOR THE BLIND. There was also received an anonymous gift of $5,000 which was placed in the BUILDING FUND. Several of our patrons have told us that the Printing House has been named in their wills. Steps are being taken to bring the services and needs of the Printing House to the attention of many people who may be in a position to provide substantial legacies for the development and expansion of our services to the blind.

Due to the Defense Program, it has become extremely difficult to obtain dependable sources of supply for raw materials and supplies necessary to meet the ordinary requirements of the institution. Your Committee has given the Superintendent every possible aid in his efforts to solve this problem. Regardless of the outcome of these efforts, the institution will probably be faced during the next fiscal year with not only a scarcity of materials, but also with a possible increase in production costs.

This report is brief and does not attempt to go into detail, with which I see no reason to burden you. Under Mr. Ellis as Superintendent the institution has run smoothly, and he has again proved himself the man for the job.

Respectfully submitted,

CHARLES W. ALLEN
President

Digitized by Google

REPORT OF THE SUPERINTENDENT

July 12, 1941

To The Board of Trustees of The
American Printing House For The Blind

Gentlemen:

As noted in a previous Annual Report, we are being required to print in Braille fewer copies of more titles. This has necessitated an expansion in the embossing and proofreading departments. Several new stereotype machines have been manufactured and installed during the year and new operators trained to use them. A reorganization of the department and its transfer to adequate and comfortable quarters have resulted in increased production. During the year, 113,131 Braille plates have been embossed. This is a new record for plate production.

All Braille books embossed after July 1, 1940, were Brailled in accordance with the recommendations for the printing of Braille books adopted by the Board of Trustees at its last Annual Meeting. An effort has also been made to reduce the average number of pages per volume, especially in books for the use of younger children. Improvements have been made in the binding of Braille volumes. Braille identification panels are now included on the cover of each new book and a bookmark is bound into each volume. Extensive experiments have been made in an effort to improve the bindings, with special reference to durability, convenience to the reader, and economy of manufacture. Negotiations were carried on with the manufacturer of a new type of ring binding. Experimental volumes were sent to the schools for examination and comment. The superintendents and librarians consulted were well pleased with the new type of binding, and it is hoped that it may soon be adopted in the place of our older type of sewed binding.

The problem of obtaining metals, paper and bindery supplies has grown increasingly serious with the expansion of the Defense Program. Six months ago the mill which supplies us with zinc sheets for Braille embossing advised us that in the future we would not only have to pay a greatly increased price for zinc but, in order to obtain prompt deliveries of new plate blanks, we would have to supply the rolling mill with as much used zinc as we required new metal. Accordingly, in March,

Digitized by Google

Scenes in the Talking Book Studio



Reading a Talking Book record



...ding the sound ... on a wax disc



Monitoring a Talking Book recording

Digitized by Google

1941, a Final Edition of a long list of Braille books was advertised to the schools, and a majority of the Publications Committee approved a proposal to trade or sell the plates for these titles as scrap metal. The Superintendent is gradually disposing of the scrap metal just as rapidly as final editions can be printed of the titles that are to be dropped from the catalog.

Although the sale of scrap plates has made possible the purchase of new zinc plates, the increase in price of this metal makes it advisable to try to develop a cheaper metal to be used for embossing purposes. Several manufacturers of sheet steel have cooperated with the Printing House in developing a metal sheet of the proper thickness and temper and with a rustproof coating. It appears to be quite satisfactory. Several thousand pounds of this new metal have been purchased and put into production.

The Talking Book department has continued to expand and its personnel and physical equipment are adequate to maintain a production capacity for recording, processing and pressing Talking Book records sufficient to meet present demands. A new recording studio has been completed. A great deal of research and experimental work has been carried on in an effort to improve the quality of Talking Book records and at the same time to reduce the production cost. The outcome of these experiments is not conclusive, but we feel that much can be accomplished in this connection during the next fiscal year.

The production of the New Hall Braillewriter was delayed because of the extreme difficulties encountered in its manufacture. Local machine shops, upon which we have had to depend for the tools and dies for the Braillewriter, have been largely utilized in the Defense Program. Several of our machinists accepted positions in some of the rapidly expanding local defense activities. We have also faced serious difficulties in obtaining necessary materials, parts and accessories for the Braillewriters. In spite of these obstacles, we were able to complete the tools and dies and manufacture or obtain the necessary parts for 500 writers. In June we were able to assemble and deliver to the schools 25 of these writers. Others will be assembled during the summer, and we hope to be able to send one to each school and class for the blind when the schools open next September. After these first machines have been tried out

Digitized by Google

in the schools, the superintendents will be requested to place orders for enough of the writers to meet the immediate requirements of their schools. During the next fiscal year, we hope to maintain a production schedule of anywhere from 30 to 50 Braillewriters per month.

In concluding this Report, I wish to acknowledge my deep appreciation to our new President, Mr. Charles W. Allen, for his fine cooperation and sympathetic interest in the work of the Printing House.

Respectfully submitted,

A. C. ELLIS
Superintendent

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

July 12, 1941

To The Board of Trustees of The
American Printing House For The Blind

Gentlemen:

Under date of September 1, 1940, in accordance with By-law provision, the Chairman of your Publications Committee submitted to the schools for the blind the usual annual request for recommendations of titles to be published in the Braille system. The recommendations received in response to this request have been carefully considered by your Committee and 45 titles have been approved for submission to the schools for tentative orders. All titles on this list for which tentative orders for the required minimum of copies are received will be placed on the Approved Publications List and put in line for publication.

The present Approved Publications List consists of approximately 350 literary titles and 450 music selections, which represent about as much embossing as can be undertaken in the stereotyping department for at least eighteen months. Those titles for which there is the greatest demand or the most pressing need will be embossed first.

Comparatively few music selections were embossed during the year under report, but several long and technical books on music and musicians were published, including a book on harmony and one on piano tuning. Two competent music Braillists will be available for Braille music transcription during the coming fiscal year, and it is expected that a considerable part of the approved list of music titles will be published within the next twelve months.

The publication of a new plane geometry text was one of the major projects of the year. Mr. E. J. Waterhouse, of the mathematics department of Perkins Institution, carefully adapted the material for use with blind students, and supervised the drawing of the diagrams. Mr. John B. Curtis, former Supervisor of the Braille Classes of the Chicago Public Schools, and one of the American adaptors of the Braille Mathematics Code, read the proofs. Engineering students from the University of Louisville made the drawings for the plates. More than 200

Digitized by Google



ing Braille
Reader's Di-
ion shipment



Proofreading Braille copy



inting Braille with
igh-speed automatic
presses

Digitized by Google

copies of the first edition of the 11-volume set of the geometry —the first published at the Printing House in seventeen years— were supplied to the schools for the blind.

During the summer there will be published in both Braille and ink print a revised and enlarged edition of the American Braille Mathematics Code, listing all new signs and usages employed in the geometry which are not to be found in the older editions of the codebook. Edited ink-print copies of the geometry text for the use of sighted teachers have also been made available on quota accounts, and nearly all of the schools purchasing Braille copies have ordered ink-print copies.

Other new publications of special interest to the schools include an ancient history text, two English grammar series, several books in Spanish and French, an arithmetic workbook, a number of reading series, a book on radio, one on upholstery, one on caning, one on business methods, a book on speech improvement, several science series for elementary grades, and a number of intelligence and achievement tests.

The educational value of magazines printed in Braille is becoming more apparent each year. A great many of the schools have taken advantage of their quota allotments to make possible the publication of school papers edited by the students under the direction of their teachers. These school magazines are interesting projects which stimulate a creative interest in Braille reading and writing. This year the Printing House undertook the publication of two additional weekly school papers of national circulation—*My Weekly Readers* No. 3 and 4. At present a total of 25 Braille periodicals are printed regularly.

The Talking Book department, as in the past, has continued to record a great many books to the order of the Library of Congress. Extra copies of all such titles are, of course, made available to the schools for the blind as a part of the regular service of the institution. During the year under report, 78 titles and 12 issues of the Talking Book edition of THE READER'S DIGEST, comprising 2,080 masters were recorded. Thirty-three of these titles consisted of juvenile books of fiction and supplementary reading. The publication of these titles was made possible principally through the cooperation of Perkins Institution and the Illinois School for the Blind, the superintendents of these institutions permitting the recording and processing of

Digitized by Google

the masters for many of these juvenile titles to be charged to the quota accounts of their schools.

In the past, the Publications Committee has not requested recommendations of titles to be recorded for school use. Inasmuch as a number of letters have been received from superintendents and teachers suggesting that materials for use in the social sciences, literature and other classes be published on the same basis as Braille books, it is respectfully recommended that in the future the Publications Committee receive and consider recommendations for recording Talking Book titles on the same basis that Braille books are selected and supplied. In this connection, it would be necessary for the Committee to determine the minimum number of copies of Talking Books to be tentatively ordered before the actual recordings are made. In view of the fact that Talking Book recordings are relatively expensive when compared with Braille printing, it is suggested that tentative orders for a minimum of 40 copies be received before any Talking Book title is recorded. This number can be revised from time to time as the demand for Talking Books develops.

Respectfully submitted,

G. E. LINEBERRY
Chairman

Digitized by Google



Present building of American Printing House for the Blind

Scale model showing suggested remodeling of present building, together with proposed addition



BUILDING PROGRAM

The volume of production of books and appliances for the blind at the American Printing House for the Blind has more than doubled during the past ten years. This expansion in production has created a pressing need for an additional building to house all of the manufacturing operations of the institution, which include a Braille book printery and bindery, a department for the manufacture of Talking Book records, a shop for the manufacture of Braillewriters and other tangible apparatus for the blind, and a Braille magazine printing department for the publication of the twenty-five Braille magazines issued regularly by the institution. It would be advantageous if there were sufficient reserve space to provide for a department for printing books in large print for partially seeing children, provided it is decided to establish this service in addition to the present program.

The Trustees have decided to retain the present property at 1839 Frankfort Avenue and add to it a modern factory-type building which will provide a minimum of 30,000 square feet of factory space. Such a building, costing approximately $100,000, will house all of the manufacturing operations of the institution.

Generous friends have already subscribed more than $8,000 to the BUILDING FUND. It is our earnest hope that additional gifts will be received within the near future which will make it possible to complete the building program and provide the necessary facilities to meet the increased demands for services which are being made at this time. As the central, national publishing house for the blind, our institution deserves the careful consideration of all who are interested in contributing to the promotion of the literary welfare of the blind.

The illustrations on the opposite page present a fair representation of the type of building improvement which the Trustees have in mind.

Digitized by Google



New Hall Braillewriter

American Printing House model Braille stereotyper



NEW HALL BRAILLEWRITER

Much attention has been given to the development of a Braillewriter sufficiently simple and rugged to meet the needs of children in schools for the blind. All existing models of Braillewriters were carefully analyzed by an experienced mechanical engineer. The essential qualities of a simple, durable and relatively inexpensive writer were cataloged.

Early in this study, it was found that the original Hall Braillewriter, invented in 1892 by Mr. Frank Hall, Superintendent of the Illinois School for the Blind, still has great merit. Accordingly, it was decided to simply add to the original Hall design certain additional features in common use today on typewriters and Braillewriters. A line spacer, back spacer, margin regulator and carriage release were added. The frame has been cast in one piece, and the carriage welded into one unit. The die box is placed between the paper roll and the hold-down roll, thereby making it possible to write to the very bottom of the sheet. Simplicity of design has been employed throughout the writer in order to reduce weight to a minimum and to keep production costs low. Wherever possible standard, commercial typewriter parts have been used. This practice greatly reduces the cost of the Braillewriter and simplifies the problem of repairs and replacements.

The Printing House will undertake to maintain a repair service for the Braillewriters.

In recognition of Mr. Hall's great contribution to the education of the blind, in the development of his original Braillewriter, it has been decided to designate the new writer as the New Hall Braillewriter, thereby keeping the inventor's name associated with the appliance which he gave to the blind.

Digitized by Google



New Hall Braillewriter

American Printing House model Braille stereotyper



NEW HALL BRAILLEWRITER

Much attention has been given in the development of a Braillewriter sufficiently simple and rugged to meet the needs of children in schools for the blind. [illegible] writers were carefully analyzed by an experienced mechanical engineer. The essential qualities of a simple, durable and relatively inexpensive writer were established.

Early in this study, it was found that the original New Braillewriter, invented in 1892 by Mr. Frank H. Hall, Superintendent of the Illinois School for the Blind, still had great merit. Accordingly, it was decided to simplify and to the original design certain additional features in common use today in typewriters and Braillewriters. A [illegible] regulator and carriage release were added. The frame has been cast in one piece, and the carriage support rod is cast in. The die box is placed between the paper roll and the platen roll, thereby making it possible to write to the very bottom of the sheet. Simplicity of design has been emphasized throughout the writer in order to reduce weight to a minimum and to keep production costs low. Wherever possible standard typewriter parts have been used. This greatly reduces the cost of the Braillewriter and simplifies the problem of repairs and replacements.

The Printing House will undertake to maintain a repair service for the Braillewriters.

In recognition of Mr. Hall's great contribution to the education of the blind, in the development of the original New Braillewriter, it has been decided to designate the new writer as the New Hall Braillewriter, thereby keeping the name of Hall associated with the appliance which he gave to the blind.

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1940, to June 30, 1941

Month	No. of Voucher	To Whom Paid	For What Purpose	Amounts
1940				
July	9609	Miller Paper Co.	Paper	$ 6,973.33
July	9611	Carbide & Carbon Chem. Corp.	Talking Book Material	4,475.46
July	9612	Pay Roll for July, 1940	Services	9,665.83
Aug.	9613	Miller Paper Co.	Paper	1,169.97
Aug.	9614	American Zinc Products Co.	Zinc Plate Blanks	1,501.99
Aug.	9615	Revere Copper & Brass, Inc.	Talking Book & Slate Material	911.28
Aug.	9616	Louisville Paper Co.	Bindery Material	1,456.35
Aug.	9617	Crystal Springs Bleachery	Bindery Material	338.59
Aug.	9618	Swift & Co.	Bindery Material	151.94
Aug.	9619	Queen City Paper Co.	Bindery Material	411.97
Aug.	9620	American Zinc Products Co.	Zinc Plate Blanks	562.38
Aug.	9621	Pay Roll for Aug., 1940	Services	10,026.20
Sept.	9624	Pay Roll for Sept., 1940	Services	9,845.83
Oct.	9625	Pay Roll for Oct., 1940	Services	10,005.83
Nov.	9626	Pay Roll for Nov., 1940	Services	1,578.72
Nov.	9627	Pay Roll for Nov., 1940	Services	2,523.33
Nov.	9628	Pay Roll for Nov., 1940	Services	882.32
Dec.	9629	Carbide & Carbon Chem. Corp.	Talking Book Material	4,689.90
Dec.	9630	American Zinc Products Co.	Zinc Plate Blanks	760.73
Dec.	9631	Swift & Co.	Bindery Material	620.97
Dec.	9632	Crystal Springs Bleachery	Bindery Material	331.45
Dec.	9633	Chicago Tool & Stamping Co.	Slate Material	364.94
Dec.	9634	Queen City Paper Co.	Bindery Material	422.97
Dec.	9635	Holliston Mills, Inc.	Bindery Material	837.93
Dec.	9636	Miller Paper Co.	Paper	3,560.16
Dec.	9637	Revere Copper & Brass, Inc.	Slate Material	213.49
Dec.	9638	American Zinc Products Co.	Zinc Plate Blanks	630.38
Dec.	9639	Slade, Hipp & Meloy	Bindery Material	173.92
Dec.	9640	National Bronze & Aluminum Fdry. Co.	Braille Typewriter Material	814.65
Dec.	9641	Mid West Screw Products Co.	Braille Typewriter Material	697.83
Dec.	9642	Pay Roll for Dec., 1940	Services	3,153.06
Dec.	9643	Pay Roll for Dec., 1940	Services	2,523.33

Digitized by Google

Month	No. of Voucher	To Whom Paid	For What Purpose	Amounts
1941				
Jan.	9644	Pay Roll for Jan., 1941	Services	4,045.09
Jan.	9645	Louisville Paper Co.	Paper	166.47
Jan.	9646	Queen City Paper Co.	Bindery Material	27.50
Jan.	9647	United States Rubber Co.	Rubber Blankets	52.00
Jan.	9648	Grant Gear Works, Inc.	Braille Typewriter Material	143.86
Jan.	9649	Pay Roll for Jan., 1941	Services	1,997.60
Jan.	9650	Pay Roll for Jan., 1941	Services	1,165.00
Feb.	9651	Miller Paper Co.	Paper	1,001.90
Feb.	9652	Pay Roll for Feb., 1941	Services	3.334.40
Feb.	9653	Pay Roll for Feb., 1941	Services	2,082.40
Feb.	9654	Pay Roll for Feb., 1941	Services	1,810.83
Mar.	9655	Miller Paper Co.	Paper	1,485.88
Mar.	9656	Pay Roll for March, 1941	Services	2,603.96
Mar.	9657	Pay Roll for March, 1941	Services	1,945.60
Mar.	9658	Swift & Co.	Bindery Material	322.04
Mar.	9659	Slade, Hipp & Meloy, Inc.	Bindery Material	154.16
Mar.	9660	Gane Brothers & Lane, Inc.	Bindery Material	293.13
Mar.	9661	Queen City Paper Co.	Bindery Material	18.00
Mar.	9662	Miller Paper Co.	Paper	573.30
Mar.	9663	Holliston Mills, Inc.	Bindery Material	808.84
Mar.	9664	Pay Roll for March, 1941	Services	1,903.33
Apr.	9665	Pay Roll for April, 1941	Services	3,254.72
Apr.	9666	Pay Roll for April, 1941	Services	2,515.30
Apr.	9667	Pay Roll for April, 1941	Services	1,165.00
May	9668	Pay Roll for May, 1941	Services	2,000.00
May	9669	Miller Paper Co.	Paper	856.13
May	9670	Pay Roll for May, 1941	Services	1,994.20
May	9671	Pay Roll for May, 1941	Services	1,165.00
May	9672	Pay Roll for May, 1941	Services	2,000.23
June	9673	Pay Roll for June, 1941	Services	812.00
June	9674	Pay Roll for June, 1941	Services	545.77
June	9675	Pay Roll for June, 1941	Services	479.33
			GRAND TOTAL	$125,000.00

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As Of June 30, 1941

ASSETS			
Current			
Cash		$ 841.28	
Bond Coupons		40.00	
Accounts Receivable		49,226.46	
Inventory			
Finished Stock	$55,815.84		
Goods in Process	627.88		
Raw Materials	20,125.38	76,569.10	
TOTAL CURRENT			$126,676.84
Other			
Supplies and Prepaid Insurance		$ 4,365.81	
Stereotype Plates and Master Records		48,849.29	
TOTAL OTHER			53,215.10
Properties			
Real Estate		$30,225.00	
Buildings		82,680.60	
Machinery and Tools		90,941.74	
Furniture and Fixtures		7,639.37	
Office Equipment		9,315.75	
TOTAL PROPERTIES			220,802.46
TOTAL OPERATING ASSETS			$400,694.40
Less—Reserve for Contingencies			53,843.25
NET OPERATING ASSETS			$346,851.15
Endowment Fund Investments	$1,020.00		
Endowment Fund Cash	1,072.42	$ 2,092.42	
Less—Due General Fund	19.42	$ 2,073.00	
Building Fund Cash		8,670.70	
Reader's Digest Fund Cash		24,190.55	34,934.25
TOTAL ASSETS			$381,785.40
LIABILITIES			
Current			
Accounts Payable		$30,280.33	
Due on Quota Accounts		27,676.12	
Note Payable		10,000.00	
TOTAL CURRENT			$ 67,956.45
Other			
Prepaid Magazine Subscriptions		$ 877.50	
Unallocated Endowment Fund Income		232.42	
Unallocated Gifts		300.00	
TOTAL OTHER			1,409.92
NET WORTH			
Capital Investment			277,484.78
SPECIAL FUNDS			
Endowment Principal		$ 2,073.00	
Building Fund Principal		8,670.70	
Reader's Digest Fund Principal		24,190.55	34,934.25
TOTAL LIABILITIES AND NET WORTH			$381,785.40

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

Cash Receipts and Disbursements

July 1, 1940, to June 30, 1941

RECEIPTS		
United States Government—Sales to Public Institutions		$125,000.00
Sales to Others		160,772.21
Reader's Digest Fund Receipts		46,424.22
Sales Scrap Metal		4,046.97
Miscellaneous Sales and Refunds		3,046.84
Note Payable—Bank		9,898.30
Gifts to Building Fund		5,008.00
TOTAL RECEIPTS		$354,196.54
Balance—July 1, 1940		7,751.10
TOTAL CASH TO ACCOUNT FOR		$361,947.64
Disbursements		
Paper	$ 28,391.42	
Plate Blanks	4 343.45	
Bindery Material	9,182.57	
Talking Book Materials	44,472.45	
Braille Writer Materials	3,303.67	
Sundry Materials	1,332.61	$ 91,026.17
Salaries and Wages		$169,792.75
Light, Heat, Power and Water		4,916.93
Manufacturing Expense		26,042.89
Shipping Expense		3,253.38
Repairs and Maintenance		1,712.24
Overhead Expense		16,142.84
Rent		2,700.00
Experimental Expense		4,747.99
Refunds		1,044.35
TOTAL OPERATING DISBURSEMENTS		$321,379.54
Improvements		
Buildings	$ 386.43	
Equipment	6,479.14	6,865.57
TOTAL DISBURSEMENTS		328.245.11
BALANCE—JUNE 30, 1941		$ 33,702.53
Represented By		
Balance in General Checking Account	$ 591.28	
Cash in Office	250.00	
Balance in Building Fund Account	8,670.70	
Balance in Reader's Digest Fund Account	24,190.55	$ 33,702.53

We hereby certify that the foregoing "Financial Statement" as of June 30, 1941, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1940, to June 30, 1941, prepared by us (pages 28 to 29), are correctly drawn and, in our opinion, present the financial condition and cash status of the American Printing House for the Blind as of June 30, 1941.

COTTON & ESKEW
Certified Public Accountants
By Wm. Cotton, C. P. A.

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1938-1941

	1938-1939	1939-1940	1940-1941
Braille Publications:			
Number of Plates Stereotyped	95,300	103,859	113,131
Number of Titles Embossed:			
Literary	214	159	241
Music	197	80	22
Number Pages Printed	25,438,926	25,200,888	26,551,617
Number Volumes Bound	60,200	42,746	42,810
Number of Pamphlets Published	301,289	301,189	39,230
Number of Magazines Published			278,262
Number of Music Selections Published	9,162	7,439	2,116
Talking Books:			
Number of Masters Recorded	735	1,618	1,973
Number of Titles Recorded	19	60	72
Number of Records Pressed	33,425	147,610	161,267
Number of Albums Made	355	183	109
Number of Talking Books Cartons Made:			
Black Fibre			400
Cardboard			2,150
Tangible Apparatus Manufactured:			
Maps (Dissected)	55	54	36
Talking Book Machines:			
Portable			21
Cabinet Model			4
New Hall Braillewriters			24
Slates	2,913	2,706	2,691
Styluses	6,208	7,487	5,893
Taylor Arithmetic Slates	106	163	171
Valuation of Shipments:			
To Schools	$128,268.56	$124,042.28	$130,928.21
To Libraries and Individuals (Including Cash Sales)	118,300.11	185,449.66	171,063.01
Totals	$246,568.67	$309,491.94	$301,991.22

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS
for the
EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1941, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	No. of Pupils January 1940	Amount of Quota for the year ending June 30, 1941
Alabama School for the Blind (White Dept.) Talladega, Alabama	195	$ 3,750.00
Alabama School for Negro Deaf and Blind Talladega, Alabama	45	865.38
Arizona School for the Deaf and Blind Tucson, Arizona	53	1,019.23
Arkansas School for the Blind, Little Rock, Arkansas	114	2,192.31
Atlanta Public Schools, Dept. for the Blind, Atlanta, Georgia	8	153.85
Battle Creek Public Schools, Classes for the Blind Ann J. Kellog School, Battle Creek, Michigan	6	115.39
Buffalo Board of Education, Classes for the Blind, Elementary School No. 24 and Various High Schools, Buffalo, New York	20	384.62
California School for the Blind, Berkeley, California	122	2,346.15
Chicago Public Schools, Dept. for the Blind Chicago, Illinois	66	1,269.23
Cincinnati Public Schools, Classes for the Blind, Cincinnati, Ohio	13	250.00
Cleveland Public Schools, Dept. for the Blind, Cleveland, Ohio	37	711.54
Colorado School for the Deaf and Blind Colorado Springs, Colorado	55	1,057.69
Connecticut School for the Blind Hartford, Connecticut	66	1,269.23
Detroit Public Schools, Braille and Sight Saving Department, Detroit, Michigan	55	1,057.69
Elizabeth Public Schools, Class for the Blind Wm. Livingston School No. 10 Elizabeth, New Jersey	1	19.24
Florida School for the Deaf and Blind St. Augustine, Florida	106	2,038.46
Garfield Public Schools, Classes for the Blind Thomas Jefferson School No. 9 Garfield, New Jersey	11	211.54
Georgia Academy for the Blind Macon, Georgia	122	2,346.15
Grand Rapids Public Schools, Braille and Sight Saving Department, Grand Rapids, Michigan	9	173.08
Hackensack Public Schools, Class for the Blind Hackensack, New Jersey	6	115.39
Idaho State School for the Deaf and the Blind Gooding, Idaho	27	519.23

Digitized by Google

Illinois School for the Blind Jacksonville, Illinois	238	4,576.92
Indiana School for the Blind Indianapolis, Indiana	136	2,615.38
Instituta Puertorriqueno de Ninos Ciegos Departmenta de Sanidad, Santurce, Puerto Rico	56	1,076.92
Iowa School for the Blind Vinton, Iowa	171	3,288.46
Jackson Public Schools, Class for the Blind Jackson, Michigan	7	134.62
Jersey City Public Schools, Classes for the Blind Public School No. 22, Jersey City, New Jersey	18	346.15
Kansas School for the Blind, Kansas City, Kansas	82	1,576.92
Kentucky School for the Blind Louisville, Kentucky	183	3,519.23
Long Beach Public Schools, Classes for the Blind Franklin Junior High School, Long Beach, Calif.	5	96.16
Los Angeles Public Schools, Blind and Sight Saving Department, Los Angeles, Calif.	67	1,288.46
Louisiana School for the Blind Baton Rouge, Louisiana	90	1,730.77
Louisiana School for the Deaf and Blind Negro Children, Scotlandville, Louisiana	47	903.85
Maryland School for the Blind Overlea, Maryland	107	2,057.69
Michigan Employment Inst. for the Blind Saginaw, W. S. Michigan	12	230.77
Michigan School for the Blind Lansing, Michigan	185	3,557.69
Milwaukee Public Schools, Department for the Blind Milwaukee, Wisconsin	9	173.08
Minneapolis Public Schools, Department for the Blind, Minneapolis, Minnesota	31	596.15
Minnesota School for the Blind Faribault, Minnesota	125	2,403.85
Mississippi School for the Blind Jackson, Mississippi	73	1,403.85
Missouri School for the Blind St. Louis, Missouri	100	1,923.08
Montana School for the Deaf and Blind Great Falls, Montana	25	480.77
Montclair Board of Education, Department for the Blind, Montclair, New Jersey	4	76.93
Nebraska School for the Blind Nebraska City, Nebraska	58	1,115.38
Newark Public Schools, Braille and Sight Conser- vation Classes, Newark, New Jersey	16	307.69
New Mexico School for the Blind Alamogordo, New Mexico	79	1,519.23
Classes for the Blind, John Dibert School New Orleans Public Schools New Orleans, Louisiana	5	96.16
New York City Public Schools, Classes for the Blind Brooklyn, New York	98	1,884.61
New York Inst. for the Education for the Blind New York, New York	225	4,326.92

Digitized by Google

New York State School for the Blind Batavia, New York	144	2,769.23
North Carolina School for the Deaf and Blind Raleigh, North Carolina	288	5,538.46
North Dakota School for the Blind Bathgate, North Dakota	36	692.31
Ohio State School for the Blind Columbus, Ohio	233	4,480.77
Oklahoma School for the Blind Muskogee, Oklahoma	140	2,692.31
Oklahoma State Institute for Deaf, Blind and Orphan Colored Children, Taft, Oklahoma	11	211.54
Oregon Blind Trade School Portland, Oregon	61	1,173.08
Oregon State School for the Blind Salem, Oregon	96	1,846.15
Paterson Public Schools, Department for the Blind School No. 2, Paterson, New Jersey	7	134.62
Pennsylvania Institution for the Instruction of the Blind, Overbrook, Pennsylvania	235	4,519.23
Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts	256	4,923.07
Piney Woods School Piney Woods, Mississippi	26	500.00
Royer Greaves School for the Blind King-of-Prussia, Pennsylvania	25	480.77
St. Cloud Public Schools, Department for the Blind St. Cloud, Minnesota	12	230.77
School for the Deaf and Blind Pasay, Rizal, Philippine Islands	19	365.38
South Carolina School for the Deaf and the Blind Cedar Springs, South Carolina	113	2,173.08
South Dakota School for the Blind Gary, South Dakota	40	769.23
Tennessee School for the Blind Nashville, Tennessee	195	3,750.00
Territorial School for Deaf and Blind Honolulu, Territory of Hawaii	23	442.31
Texas School for the Blind (White) Austin, Texas	241	4,634.61
Texas Deaf and Dumb and Blind Institute for Colored Youths, Austin, Texas	152	2,923.08
Utah School for the Deaf and Blind Ogden, Utah	31	596.15
Virginia School for the Deaf and the Blind Staunton, Virginia	110	2,115.38
Virginia School for Colored Deaf and Blind Children, Hampton, Virginia	50	961.54
Washington State School for the Blind Vancouver, Washington	86	1,653.85
Western Pennsylvania School for the Blind Pittsburgh, Pennsylvania	148	2,846.15
West Virginia School for the Deaf and Blind (White) Romney, West Virginia	119	2.288.46
West Virginia Schools for Colored Deaf and Blind Institute, West Virginia	15	288.46
Wisconsin School for the Blind Janesville, Wisconsin	183	3,519.23
Youngstown Public Schools, Dept. for the Blind Youngstown, Ohio	16	307.69
	6500	$125,000.00

Per Capita—19.23076.

Digitized by Google

ACKNOWLEDGMENTS

The Board of Trustees of the American Printing House for the Blind gratefully acknowledges the cooperation and support of:

AUTHORS, PUBLISHERS AND COPYRIGHT OWNERS for generously permitting the reproduction of their copyrighted books and materials in Braille, or on Talking Books, for the use of the blind.

The thousands of generous people throughout the world who have contributed to the READER'S DIGEST FUND FOR THE BLIND to provide Braille and Talking Book editions of *The Reader's Digest.*

THE READER'S DIGEST ASSOCIATION, Pleasantville, New York, for aid and support in the publication of the Braille and Talking Book editions of *The Reader's Digest.*

The AMERICAN EDUCATION PRESS, Columbus, Ohio, for cooperation in the publication of special Braille editions of *Current Events* and *My Weekly Readers.*

The ILLINOIS SCHOOL FOR THE BLIND, Jacksonville, and the PERKINS INSTITUTION AND MASSACHUSETTS SCHOOL FOR THE BLIND, Watertown, for cooperation in the production of Talking Book editions of a number of juvenile books for use in the schools for the blind.

The GENERAL BINDING CORPORATION, Chicago, Illinois, for assistance in adapting a patented commercial binding process to the binding of Braille books.

The WEIRTON STEEL COMPANY, Weirton, West Virginia, for extensive research in an effort to produce a satisfactory embossing metal for the Braille stereotyping department.

The AMERICAN FOUNDATION FOR THE BLIND, New York, New York, for collaboration and exchange of technical information in order to improve and extend the Talking Book services to the blind.

BRAILLE HAND TRANSCRIBERS of the American Red Cross and the Detroit Public Library, Detroit, Michigan, for continued gifts of valuable books to the Students Library collection of the Printing House.

Digitized by Google

FINANCIAL NEEDS

The United States Government has, indeed, been generous to the blind. Free schoolbooks and apparatus have been provided for the education of the blind through an annual appropriation to the American Printing House for the Blind. Expenditures out of this appropriation have been restricted to the production of books and apparatus for the public educational institutions for the blind in the United States and its territories. No part of the appropriation may be spent in the erection or leasing of buildings.

In order to maintain the physical plant at its present level of efficiency and to provide for necessary expansion to meet the needs of a rapidly growing program of services to the blind, additional funds are needed. The Trustees submit to the friends and patrons of the Printing House a partial list of the pressing financial needs of the institution:

I.	For an additional building to house the manufacturing departments	$100,000
II.	For mechanical and educational research to improve existing methods of publishing for the blind	25,000
III.	To develop the Students Library Service	15,000
IV.	For an Endowment to enable the Trustees to meet any unusual demands for services not provided for in the Government appropriations	500,000

FORM OF BEQUEST

I give and bequeath to THE AMERICAN PRINTING HOUSE FOR THE BLIND, 1839 Frankfort Avenue, Louisville, Kentucky, the sum of

_____ *Dollars* ($_____)

to be used for its general purposes.

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

HV
1667
.A51
A2

SEVENTY-FOURTH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY



For the Year Ending

June 30, 1942

Digitized by Google

Digitized by Google

Digitized by Google

HV
1.67
.A51
A2

Digitized by Google

SEVENTY-FOURTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1942

Digitized by Google

OFFICERS FOR 1941-1942

•

President

CHARLES W. ALLEN

Vice-President

JOHN F. BLEDSOE

Secretary and Superintendent

A. C. ELLIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

G. E. LINEBERRY, *Chairman*

WILLIAM E. ALLEN
B. S. JOICE
MRS. O. W. STEWART
R. W. WOOLSTON

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
JUDGE E. S. CLARKE
STUART E. DUNCAN
MARK F. ETHRIDGE
DR. R. A. KENT
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

American Printing House for the Blind
1-20-43

AMERICAN PRINTING HOUSE FOR THE BLIND

Chartered in 1858

Louisville, Kentucky

When schools for the blind were established in this country, over a century ago, one of the greatest needs was for an ample supply of embossed books and apparatus for instructional purposes. The small number of the blind, and the specialized nature of embossed printing, resulted in such high production costs that the printing of these books could not be undertaken as a commercial enterprise. It was evident that an adequate supply of educational materials could be obtained only through private philanthropy and Government subsidy.

A central, national printing house to supply all of the states was proposed, and in 1858 Kentucky chartered the American Printing House for the Blind. It is the oldest national institution for the blind in this country and the largest publishing house for the blind in the world. Operating on a non-profit basis, it furnishes books and apparatus for the education of the approximately sixty-five hundred blind children enrolled in the public institutions and classes in the United States and its territories. For the over thirty thousand adult blind readers the Printing House provides in the Braille system and on Talking Books a wide range of literature.

The original Kentucky Board of Trustees consisted of seven citizens of Louisville. Upon the death or resignation of a member, the vacancy is filled by the Board. In 1879 the superintendents of the public educational institutions for the blind in the United States became ex-officio members of the Board. Long tenure of office, a deep sense of responsibility, and a flexibility of policy to meet changing methods and needs in the education of the blind, have characterized the service of the Trustees.

Although the Printing House serves all of the blind in this country, the site and the greater part of the cost of the buildings and equipment were paid for by the State of Kentucky. In 1879 Congress created a permanent appropriation to the American Printing House for the Blind for the specific purpose of provid-

Digitized by Google

ing free schoolbooks and tangible apparatus for the blind children enrolled in the schools. From time to time, this appropriation has been increased, until it now amounts to $125,000 per year. This Federal appropriation must be spent solely for books and apparatus manufactured at actual cost and supplied to the public educational institutions for the blind in the United States and its territories. *No part of the Federal grant may be expended in the erection or leasing of buildings.*

On the first Monday of each January, the superintendents of the schools for the blind certify to the Printing House the number of blind pupils enrolled in their schools on that date. The sum of these enrollments is used to determine the per capita allotment to each school for the blind for the succeeding fiscal year, July 1 to June 30, inclusive. The per capita allotment, or quota credit, of any school for the blind may, on the authorization of the superintendent of such school, be utilized to supply any embossed books, tangible apparatus or other materials manufactured at the Printing House and advertised in its published catalogs, or for the publication or manufacture at the Printing House of any like materials which the school may require.

A Publications Committee is elected by the Board of Trustees and consists of five superintendents of schools for the blind. Each year, this Committee requests the superintendent of each institution for the education of the blind to submit a list of books which he deems most desirable for the use of the blind. Out of these lists the Committee selects for publication those books for which there is the greatest number of requests.

The Talking Book for the blind has provided a new approach to literature for those without sight. Essentially, the Talking Book is a long-playing phonograph record recorded solely for the use of the blind. For the thousands of blind people who will never learn to read Braille, the Talking Book is a great boon. For instructional purposes, as a supplement to Braille books, the Talking Book promises much. Beginning in 1935, the Superintendent of the Printing House has given serious attention to the problems involved in the production of Talking Books as a part of the regular services of the institution. As a result of the ever-increasing demands for Talking Book records, the Talking Book department has grown from a small recording studio until it is a major activity of the institution.

Digitized by Google

result of the ever-increasing demands for Talking Book records, the Talking Book department has grown from a small recording studio until it is a major activity of the institution. Over 2800 records, comprising 88 titles, were recorded during the 1946-1947 fiscal year.

The large-print department of the Printing House has at last become a reality. Equipment has been purchased, personnel hired, and two or three experimental books printed and bound. Work is progressing rapidly, and it is hoped that a general announcement concerning the publication of several books will be made in 1948. The large-type project will probably develop into one of the largest departments of the American Printing House for the Blind.

An enlarged program of service to the blind is contemplated which includes, in addition to Braille books and magazines, Talking Books, books in large print, and tangible apparatus, a program of research into the specific problems relating to the selection, preparation and distribution of literature and appliances for the blind and near blind.

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was called to order on July 8, 1947, at 4:00 p.m., in the office of the Superintendent. Because of the recent death of the late A. C. Ellis, Superintendent, and because no successor had as yet been selected to succeed him, the meeting was recessed to some future date in the fall subject to call by the President.

The recessed Annual Meeting was held at 12:30 p.m., November 17, 1947, at the Pendennis Club, Louisville, Kentucky.

The Reports of the Executive Committee, the Publications Committee, and of the Superintendent were read, and upon motion, were duly accepted and ordered published as listed on pages 8, 11, and 14 of this report.

The following resolution was unanimously adopted:

WHEREAS, The American Printing House for the Blind, on May 25, 1947, lost its eminent director and leader in the death of A. C. Ellis; and,

WHEREAS, He devoted his full energies and capabilities to the designing and planning of a new building for the efficient operation of the Printing House; and,

WHEREAS, The work for the blind has suffered this great loss which directly affects all blind adults, children, and schools for the blind;

THEREFORE, BE IT RESOLVED, That the Trustees of the American Printing House for the Blind here assembled in Annual Meeting pause in remembrance of our devoted co-worker; and,

BE IT FURTHER RESOLVED, That a copy of this resolution be sent to his family; and,

BE IT FURTHER RESOLVED, That this resolution be entered in the Minutes of this meeting.

Upon motion, the following officers were elected for the fiscal year 1947-1948:

Digitized by Google

Mr. Charles W. Allen, President

Mr. Robert Lambert, Vice-President

Mr. F. E. Davis, Secretary

First National Bank of Louisville, Treasurer

Upon motion, F. E. Davis, former Superintendent of the Arkansas School for the Blind, was elected to succeed the late A. C. Ellis as Superintendent of the American Printing House for the Blind for a two-year term.

Respectfully submitted,

F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

November 17, 1947

To The Members Of The Board Of Trustees Of The American Printing House For The Blind

Gentlemen:

Since our last Annual Meeting, we suffered a great loss in the death of Mr. Ellis. He came with the Printing House July, 1930 and died May 25, 1947. I am sure all will agree that he served the Printing House well. I think I never knew a man who was more devoted to his work. It was a great regret to me that he did not live to see the erection and completion of the new building which he had so much at heart.

Your Executive Committee feels it was most fortunate in securing the services of Mr. F. E. Davis to fill the position of Superintendent. All of you either knew him or knew of him and are familiar with his background and record. He has made a most favorable impression in the short time he has occupied his new position, and we feel confident that his administration is going to prove most satisfactory.

I wish to express my deep appreciation of the work of the Special Committee appointed by Mr. William Allen to make recommendations to the Executive Committee concerning the appointment of a superintendent to succeed Mr. Ellis. Dr. Frampton, Chairman of this committee, and his associates—Mr. Francis Andrews, Mr. Josef Cauffman, Mr. Paul Langan and Mr. W. G. Scarberry—went into the matter most thoughtfully and earnestly. The services of this committee were invaluable.

At this point, I should like to pay tribute to Mr. William B. Watkins, Jr. who served as Acting Superintendent from the time of Mr. Ellis's death to the appointment of Mr. Davis. As President I leaned on him heavily and do not know what I would have done without him. He was most helpful in every way.

The 1946-47 fiscal year saw the completion of plans and the accumulation of sufficient funds for the erection of the new building for the American Printing House for the Blind. During the summer months, the contracts were let and the actual con-

Digitized by Google

struction started. The structure, which is to be of simple brick-and-tile factory type, has taken form rapidly, and the main walls, supports, and roof should be completed within the near future. It seems more than reasonable to expect that it will be possible to move the printing, binding, and tangible apparatus departments from the present rented building on West Broadway before the lease there runs out on May 1, 1948. We are all looking forward to the consolidation of our various departments, to the advantage of all concerned. It may be of interest to know that our volume of business for the past year was $456,000.

The completion of the new building brings up the question of what our fund-raising activities shall be in the future. As you may know, the friend of the Printing House who has paid the costs of our special seasonal sponsored campaigns for the past three years, as a contribution to our work, has had to discontinue this support. Further, Mrs. A. Everett Skinner, the field representative supplied to us by The Reader's Digest Association for a number of years, was forced to resign her position last spring due to ill health. For the past several months, therefore, the direction of the campaigns has been carried on by Miss Marjorie Hooper, Braille Editor, in lieu of other arrangements, and she has done it very well. We are fortunate in having her services.

In his report, your Superintendent will point out some of the needs for funds which are important to the growth of the American Printing House for the Blind. If it is thought wise to seek donations for any, or all, of these purposes, consideration may have to be given to the possibility of employing a field representative or publicity director for the Printing House, and making a budget for such activities. At the present time, our clerical staff is probably adequate to take charge of the details of fund-raising campaigns. You realize, of course, that we will continue to seek donations from the public to finance the Braille and Talking Book editions of The Reader's Digest, regardless of other money-raising campaigns which we might conduct.

From time to time, your Executive Committee has given consideration to the possibilities of a pension plan for our employees. In 1945, some thought was given to the possibility of putting the Printing House under Federal Civil Service by a

Digitized by Google

special act of Congress, although it was finally decided that this would not be wise. The adoption of a commercial pension was also considered at that time, but it was finally thought best to delay any definite action because there seemed a good chance that legislation then before Congress would make employees of non-profit institutions eligible for Social Security. The legislation in question did not pass Congress, and our employees are still without the prospects of any pension benefits.

Whether or not legislation will be passed placing our employees under Social Security, it would seem wise to consider the possibilities of private commercial pension systems. Many of our workers, particularly our key staff members, will spend many years, if not most of their lives, with us, and it would seem only fair that steps be taken to safeguard their interests when they reach retirement age. In the past, we have kept some of our elderly workers on the job beyond their years of usefulness, thereby delaying the employing and promotion of young, active people in their places. It would be to the distinct advantage of the Printing House and of our employees if some adequate system for pensions could be worked out for the institution.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

November 17, 1947

To The Members Of The Board Of Trustees Of The American Printing House For The Blind

Gentlemen:

The 1946-1947 fiscal year has seen a continuation of the trend toward fewer new textbooks and supplementary materials being embossed for the schools and classes for the blind. Of a total of 123 titles Brailled during the year, only 38 were embossed for the benefit of the schools, and, of these, 26 were books requested and paid for out of the quota funds of individual schools. Further, it should be noted that the texts themselves consisted almost exclusively of individual state histories and geographies and foreign grammars and reading materials.

The reasons for the above situation are many: First, very few really new textbooks have been issued by the ink-print publishers, possibly because of the paper shortage and general labor difficulties. It is the general practice of the publishers to re-issue their basic textbooks under new copyrights by simply adding a few supplementary chapters. In such cases, the Printing House is trying to bring standard Braille texts up to date by geographies and foreign grammars and reading materials.

Second, the schools and classes for the blind have not recommended new texts in recent years. Most recommendations that have come in are general in character or are for supplementary materials rather than basic texts. There are many gaps in the catalog, but with few new texts being published generally, there is not much to recommend. Further, it would seem that there is a very real need for expert advice and aid in the selection and recommendation of books for publication for the schools and classes. Busy teachers and superintendents do not have time to examine hundreds of texts, nor do they have free access to them for the purpose of such examination. In this connection, Miss Nora E. Beust, Specialist for School and Children's Libraries of the U. S. Office of Education in Washington has offered to be of as much assistance as possible, in so far as we would care to take advantage of her services.

Third, the establishment of the large type department at the Printing House has created a need for correlating the text ma-

Digitized by Google

terials published in both Braille and large type. In the future, consideration must be given to the possibility of publishing all textbooks in both forms. Unfortunately, it is still somewhat difficult to obtain permission to reprint in large type. Many ink-print publishers are loath to grant us the free use of their copyrighted materials for publishing in large type, although they have no objection to their reproduction in Braille. This means that many excellent texts will not be available for the blind if it is felt that all basic materials must be duplicated in both Braille and large type.

A meeting of three of the five members of the Publications Committee was held late in May, just a few days prior to Mr. Ellis' passing. At that meeting, it was pointed out that there was a need for a considerable amount of primary story material and suitable fiction and history stories for upper elementary and junior high school levels to be recorded for the Talking Book. Fortunately, during the summer months it was possible to record a large number of such titles, which have been advertised and, in most cases, delivered to the schools this fall.

At the above meeting, the Committee recommended that some experimental textbooks be recorded for the Talking Book to determine the possibility of using the records for classroom teaching. Such subject matter as foreign languages, diction, public speaking, poetry, drama, and typewriting was suggested.

The Committee also submitted the following recommendations to the Superintendent of the Printing House for consideration as to their practicability for incorporation in all embossed schoolbooks:

1. Embossing of the title on the spine of the cover.
2. Ribbon bookmarkers in the LIMITED-bound books as well as sewed books.
3. Embossing of the ink page numbers on each Braille page.
4. Inclusion of poetry and other line numbers corresponding with the ink-print edition.
5. Inclusion of a complete table of contents for the entire book in the first volume of each text, in addition to individual contents pages in each separate volume.

Digitized by Google

The most important accomplishment of the year has been in the large type department. It was the consensus of your Committee that not within the foreseeable future will any mechanical or electronic devices replace books as a means of educating visually handicapped children, and that the American Printing House for the Blind should therefore be encouraged to continue the project for producing large type books.

Considerable experimental work was carried on during the year. Several books were produced using various methods of reproduction, as follows:

1. Typing the copy by means of a bulletin-type IBM electromatic typewriter directly on to paper mats to be printed by the offset process.
2. Preparing metal offset printing plates by means of photographically enlarging the ink-print page as it appears in the original copy.
3. Preparing metal offset printing plates by typing the copy on a 12-point book-type IBM electromatic proportional spacing typewriter and then photographically enlarging the material to 18 or 24-point type size as may be desired

An examination of the results of the several procedures convinced your Publications Committee that, although much cheaper in cost, the first two methods were not acceptable for the production of printed materials for use by visually handicapped children. The bulletin-type and paper mats produce an inferior printing job; while direct enlargements of the ink-print page not only reproduce the imperfections of the regular print editions, but do not observe the need for uniformity in size and style of type and proportional spacing, and often produce a page size which makes a cumbersome binding. For the present, therefore, the Printing House will undertake to produce its large type books by the third method mentioned above.

Respectfully submitted,

B. S. Joice, *Chairman*

Publications Committee

Digitized by Google

REPORT OF THE SUPERINTENDENT

November 17, 1947

To The Members Of The Board Of Trustees Of The American Printing House For The Blind

Gentlemen:

I feel very humble in presenting the Report of the Superintendent for the year 1946-1947. As you well know, this Report covers the last year's work of the late A. C. Ellis, a man whom we all loved and respected for the fine contribution he made to education and to work for the blind during his seventeen years' service as Superintendent of the American Printing House for the Blind. He will be greatly missed in the work.

The 1946-1947 fiscal year is noteworthy for at least three accomplishments:

1. *The New Building.* The concerted efforts of the past three years to raise funds for the erection of a new building for the Printing House realized a total of $250,437.04 as of June 30, 1947. Preliminary conferences with the architect had indicated that the proposed structure would cost in the neighborhood of this amount. Final plans had been drawn and all preparatory steps were out of the way ready to take bids on the new building prior to Mr. Ellis' death. The actual contracts were awarded late in July, and ground broken shortly thereafter. Construction has moved very rapidly, and it is felt that the new building will be completed to such a point that the move from the present plant on Broadway can be effected before the lease there runs out on May 1, 1948. To consolidate all of our departments and activities will greatly increase efficiency in operation.

2. *Large-Print Department.* This project of the Printing House, which has taken so long to establish, has as last become a reality. Equipment has been purchased, personnel hired, and two or three experimental books printed and bound. These books were published on an experimental basis because is was necessary to work out the best techniques for good reproduction and because several methods of procedure needed to be tried out, and adopted or discarded after examination of the results. Such an examination and consideration of the various books produced has been given by your Publications Committee, and a

Digitized by Google

standard schedule of procedure has been developed. Work is progressing rapidly, and it is hoped that a general announcement concerning the publication of several books will be made just after the first of the year.

Some difficulty has been experienced in securing permission from certain publishers to publish large-print books. We also find that a commercial publisher has secured permission to publish in large print many of the books we now have in Braille, and it will not be possible for us to parallel these texts in large print. In the future, it will be our policy to secure permission for both Braille and large-print editions at the same time when possible.

3. *Large Increase in Production and Sales.* The Annual Audit for 1946-1947 shows an increase in sales of nearly $100,000.00 over the previous year. This growth is accounted for not only by the development of new projects and departments, but also by increased production and sales in all existing departments. The stabilization of labor conditions, availability of raw materials, and the purchase and manufacture of new labor-saving equipment have all contributed to increased production. A large backlog of unfilled orders which had accumulated during the war years, as production was necessarily curtailed, made possible unprecedented deliveries. As a result, we face the present year with the schools and classes better supplied with books and materials than ever before, and with a need for the development of new projects and services.

Much attention has been given during the past year to the production of tangible apparatus. The crying need has been for slates and Braillewriters. Production in the slate department has been increased to a point where it is now possible to manufacture as many as 10,000 slates of all kinds per year. Braillewriter production has been delayed because it has not been possible to obtain all of the necessary parts. This obstacle has now been overcome, and a lot of 2,000 writers is in production. Machines for the schools should start to become available right after January 1st.

This year a little more emphasis will be placed on educational and recreational aids and materials for all grades, with special consideration being given to beginners and remedial students.

Digitized by Google

A number of new devices are being developed. The old wooden spelling frame has been redesigned, and a new model made from a light-weight magnesium alloy will soon be ready. A new set of words and phrases for the frame is also being prepared. Work is in progress on a cubarithm arithmetic type frame with rubber cubes, and a trial model for a so-called "book slate" has been completed. This latter device is an enlargement of our present slate, consisting of 25 lines, 37 cells each—the full size of our standard book page. A frame this size, made from light-weight metal, will be much less cumbersome and heavy than the present desk slate, since the board itself will be eliminated, and at the same time it will increase speed of writing because the slate guide will not have to be moved at the end of every four lines.

Consideration is being given to new methods of preparing the large dissected relief maps which will make them much less expensive and easier to manufacture, and which also will make possible the easy replacement of parts which get lost or become broken. The development of a new globe is also being given careful study.

New catalogs of Braille and Talking Book publications are in process. These are badly needed, the last editions of both being in 1945, but work has been delayed somewhat because of the possibility of having to raise catalog prices. The audit for the year would not indicate that a rise in prices is necessary. However, material and labor costs are continuing to increase, while orders from the schools are declining, so that our unit costs may expand to such a point that higher catalog prices will become necessary. It is expected that the new catalogs will be available early in 1948.

The Printing House is continuing to cooperate with foreign institutions in their efforts to establish small printing plants in their respective countries. During the year, a young lady from Brazil spent three months at the Printing House studying Braille embossing, printing and binding. She has now returned to Brazil and is setting up her own printing plant. We have further cooperated in the manufacture of special equipment for the Brazilian plant, and the machinery will go forward within the near future. Other equipment for such plants in Chile, Peru, and Greece have been manufactured and shipped, and plans are

Digitized by Google

in process for the training of personnel and the manufacture of equipment for agencies in South Africa, India and China.

The fund-raising activities of the Printing House have continued to be most successful. This fall will mark the end of the need for The Extension Fund as a part of The Reader's Digest Fund for the Blind. In large part, money raised through donations to the Extension Fund will go to pay for the erection of the new building and the provision of new equipment. With the new building a reality, further funds for this purpose should not be collected. There are, however, other projects which merit the support of the public, in addition to the regular publication of Braille and Talking Book editions of The Reader's Digest. The Students' Library of the Printing House should be provided with adequate funds to make it of any considerable usefulness to our college students. At the present time, the circulation of the books is being carried on as an added duty of an already busy staff member, while the addition of new books to the collection is dependent entirely on haphazard donations from individuals and agencies who do not know what else to do with the books. A trained corps of transcribers and proofreaders should be developed, and funds should be made available to pay the costs of paper, proofreading, and binding, not to mention the overhead costs of administration, storing and circulating the books to college students.

Funds are needed for research and development, not only of new devices, but new teaching aids, new methods of publishing and manufacturing, etc. It might be helpful for staff members of the Printing House to make personal visits to our schools and classes in order to familiarize themselves with the detailed needs of the teachers and students for teaching and study aids, and to get information on devices and materials which our ingenious teachers have developed. Such materials and ideas could be studied and examined with a view, not only to the evaluation of their educational values, but also to the possibilities of refining them for manufacture at the Printing House so that they may be made available to all of the schools and classes. Too often, busy teachers do not have the time to work out new devices, nor do they have access to someone who could, and it should be the province of the Printing House to develop all types of worthwhile educational materials which might logically be made available to the schools on their quota accounts. Su-

Digitized by Google

perintendents, this is your Printing House, and it is hoped that you will feel free at all times to offer suggestions and give any assistance you can in making it of the greatest possible service to the schools.

In conclusion, I should like to acknowledge the deep obligation of the Printing House, as well as of myself, to the members of the Executive Committee. They are all busy men, and the extra burdens of the past few months, which necessitated their constant attention to the details of the institution, have been very great. I am deeply indebted to them for their helpfulness and wisdom, as well as for their willingness to always find time to assist me with the affairs of the Printing House.

I should also like to pay tribute to our staff members. They are all young, capable, and enthusiastic about their work and have been most cooperative. They attest to the ability of the late A. C. Ellis to interest and develop a core of staff members able to take responsibility and carry on alone when necessary, and eager to advance the Printing House whenever the opportunity is presented.

The generous encouragement of the superintendents, the helpful guidance of the Executive Committee, and the cooperation of staff members and employees has made my introduction as Superintendent most pleasant, and I look forward to the future with the greatest confidence.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1946-1947

	1944-1945	1945-1946	1946-1947
Braille Publications:			
Number of Plates Stereotyped	96,389	79,081	76,381
Number of Titles Embossed:			
Literary	147	137	123
Music	75	.....	21
Number of Pages Printed	25,168,248	32,034,420	34,443,452
Number of Volumes Bound:			
Sewed Binding	18,570	21,319	22,396
Limited Binding	25,693	39,679	39,474
Number of Pamphlets Published:			
Pressboard Covers	858	1,732	2,815
Jute Covers	2,109	10,696	9,550
Paper Covers	6,224	4,429	8,592
Number of Magazines Published	322,654	345,603	395,467
Number of Music Selections Published	2,886	8,233	5,466
Number of Alphabet Cards Printed	.....*	22,300	15,042
Large Print Books:			
Number of Mats	.....*	.....*	203
Number of Titles Published	.....*	.....*	3
Number of Pages Printed	.....*	.....*	116,396
Number of Books Bound	.....*	.....*	790
Talking Books:			
Number of Masters Records	2,258	2,148	2,802
Number of Titles Recorded	55	51	88
Number of Records Pressed	138,373	186,628	217,495
Number of Albums Made (Limited)	429	325	876
Number of Talking Book Cartons Made:			
Black Fibre	11,835	8,371	8,637
Cardboard	815	842	1,150
Tangible Apparatus Manufactured:			
Maps (Dissected)	.....	9	14
New Hall Braillewriters	.....	74	133
Slates	2,614	4,491	5,799
Styluses	6,500	9,685	10,689

*Not recorded.

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1946 to June 30, 1947

No. of Voucher	To Whom Paid	For What Purpose	Amount
268	Payroll July 1-13, 1946	Services	$ 2,162.83
269	Payroll July 15-27, 1946	Services	2,164.21
270	Payroll July 1-31, 1946	Services	1,991.65
271	Payroll July 29-August 8, 1946	Services	2,194.68
272	Payroll August 12-24, 1946	Services	2,088.80
273	Queen City Paper Co.	Bindery Material	5,141.21
274	Payroll August 1-31, 1946	Services	475.00
275	Payroll August 26-September 7, 1946	Services	2,213.07
276	Miller Paper Co.	Paper	8,970.33
277	Queen City Paper Co.	Bindery Material	311.71
278	Textile Banking Co.	Bindery Material	1,121.44
279	Payroll September 9-21, 1946	Services	1,954.21
280	Payroll September 1-30, 1946	Services	1,716.65
281	Miller Paper Co.	Paper	2,786.61
282	Payroll September 23-October 5, 1946	Services	1,982.96
283	Carter Dry Goods Co.	Bindery Material	326.21
284	Queen City Paper Co.	Bindery Material	120.38
285	William J. McLaughlin & Co.	Bindery Material	151.90
286	General Binding Corp.	Bindery Material	110.04
287	Miller Paper Co.	Paper	1,855.64
288	Payroll October 7-19, 1946	Services	2,001.28
289	Payroll October 1-31, 1946	Services	1,141.65
290	Payroll October 21-November 2, 1946	Services	1,958.76
291	Payroll November 4-16, 1946	Services	1,998.69
292	Payroll November 1-30, 1946	Services	1,124.99
293	Payroll November 18-30, 1946	Services	1,809.49
294	Payroll December 2-14, 1946	Services	2,065.35
295	Payroll December 1-31, 1946	Services	1,381.66
296	William J. McLaughlin & Co.	Bindery Material	97.36
297	Lafayette Steel Corp.	Plate Blanks	253.79
298	Miller Paper Co.	Paper	5,158.06
299	Payroll December 16-31, 1946	Services	2,376.65
300	Slade, Hipp & Meloy, Inc.	Bindery Supplies	45.41
301	American Zinc Products Corp.	Plate Blanks	1,671.31
302	Miller Paper Co.	Paper	1,437.79
303	American Zinc Products Corp.	Plate Blanks	405.96
304	Payroll January 1-11, 1947	Services	1,545.02
305	Cudahy Packing Co.	Bindery Supplies	471.06
306	Louisville Paper Co.	Paper	650.70
307	Queen City Paper Co.	Bindery Material	5,847.30
308	J. Sullivan & Sons	Bindery Supplies	129.60
309	Miller Paper Co.	Paper	1,017.40

Digitized by Google

No. of Voucher	To Whom Paid	For What Purpose	Amount
310	Queen City Paper Co.	Bindery Material	1,154.51
311	Revere Copper & Brass, Inc.	Talking Book Material	2,097.74
312	Payroll January 13-25, 1947	Services	2,656.55
313	Payroll January 1-31, 1947	Services	1,318.97
314	Payroll Jan. 27-Feb. 8, 1947	Services	2,737.44
315	Quaker Rubber Corp.	Rubber Blankets	62.27
316	Revere Copper & Brass, Inc.	Talking Book Material	937.33
317	Cudahy Packing Co.	Bindery Supplies	177.30
318	Miller Paper Co.	Paper	1,783.53
319	Payroll February 10-22, 1947	Services	2,807.40
320	Payroll February 1-28, 1947	Services	1,369.33
321	Payroll February 24-March 8, 1947	Services	2,705.35
322	Atlantic India Rubber Works, Inc.	Rubber Blankets	219.04
323	Breckel Press	Printing Annual Report	70.00
324	The Dickson Co.	Annual Report Typesetting	109.55
325	General Binding Corp.	Bindery Supplies	770.63
326	Industrial Equipment Co.	Braillewriter Parts	137.47
327	International Spring Co.	Braillewriter Parts	272.05
328	Queen City Paper Co.	Bindery Material	2,147.13
329	Miller Paper Co.	Paper	1,479.94
330	Miller Paper Co.	Paper	3,837.55
331	Payroll March 10-22, 1947	Services	2,697.98
332	Payroll March 1-31, 1947	Services	1,166.66
333	Payroll March 24-April 5, 1947	Services	2,704.70
334	Payroll April 7-19, 1947	Services	1,600.00
335	Payroll April 1-30, 1947	Services	1,156.66
336	Payroll April 21-May 3, 1947	Services	1,597.78
337	Revere Copper & Brass, Inc.	Talking Book Material	163.93
338	Miller Paper Co.	Paper	1,038.16
339	Payroll May 5-17, 1947	Services	1,581.21
340	Payroll May 1-31, 1947	Services	916.66
341	Payroll May 19-31, 1947	Services	1,685.99
342	Payroll June 2-14, 1947	Services	1,935.12
343	General Binding Corp.	Bindery Supplies	61.59
344	Payroll June 1-30, 1947	Services	23.86
345	Payroll June 1-30, 1947	Services	991.14
346	Payroll June 16-30, 1947	Services	2,398.66
		GRAND TOTAL	$125,000.00

Digitized by Google

[illegible] HOUSE FOR THE BLIND.

[illegible] STATEMENT

[illegible] 31, 1947

[illegible]	$ [illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]		$243,[illegible]
[illegible]		[illegible]
[illegible]		[illegible]
[illegible]	$ [illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]		$[illegible]
[illegible]		$[illegible]
[illegible]	$ [illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	354,063.56
[illegible]		$[illegible]
[illegible]		
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]		$ 65,244.28
[illegible]		$ 2,402.90
[illegible]		
[illegible]	[illegible]	
[illegible]	[illegible]	
TOTAL NET WORTH [illegible]		$302,343.72
Special Funds		
[illegible] Fund	$ [illegible]	
Building Fund	[illegible]	
Reader's Digest Fund	241,330.75	354,063.56
TOTAL LIABILITIES		$[illegible]

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1946, to June 30, 1947

RECEIPTS:

U. S. Government—Sales to Schools for the Blind	$125,000.00	
Sales to Others	257,090.45	
Reader's Digest Fund Donations	144,867.50	
Building Fund Donations	18,517.21	
Sale of Securities—Reader's Digest Fund	15,000.00	
Sale of Securities—Building Fund	2,000.00	
Investment Income—Reader's Digest Fund	1,656.29	
Investment Income—Building Fund	323.75	
Investment Income—General Fund	125.00	
Sale of Scrap Material	6,036.09	
Sale of Used Equipment	355.00	
Expense Refunds	2,377.13	
TOTAL RECEIPTS		$573,348.42
Balance—July 1, 1946		32,216.99
TOTAL CASH TO ACCOUNT FOR		$605,565.41

DISBURSEMENTS:

Salaries and Wages	$245,377.42	
Materials	120,863.44	
Manufacturing Expense	16,851.55	
Shipping Expense	12,919.79	
Research and Experimentation	1,731.28	
General Overhead Expense	35,921.07	
Administrative Expense	12,911.30	
Digest and Magazine Mailing and Circulation	7,328.74	
TOTAL OPERATING DISBURSEMENTS	$453,904.59	
Additions to Fixed Assets	29,834.67	
	$483,739.26	
Less: Cash Discount	1,332.73	
TOTAL DISBURSEMENTS		482,406.53
CASH BALANCE—JUNE 30, 1947		$123,158.88

Represented By:

Balance in General Checking Account	$ 934.13	
Cash in Office	250.00	
Balance in Reader's Digest Fund Account	104,606.42	
Balance in Building Fund Account	17,368.33	$123,158.88

We hereby certify that the foregoing "Financial Statement" as of June 30, 1947, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1946, to June 30, 1947, prepared by us (pages 22 and 23), are correctly drawn and, in our opinion, present the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1947.

COTTON & ESKEW
Certified Public Accountants
By WM. COTTON, C. P. A.

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1947, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	January 1946 No. of Pupils	Amount of Quota for the Year Ending June 30, 1947
Albama Institute for the Deaf and Blind, Talladega, Alabama	193	$ 4,316.50
Arizona School for the Deaf and Blind, Tucson, Arizona	45	1,006.50
Arkansas School for the Blind, Little Rock, Arkansas	115	2,572.00
Atlanta Public Schools, Department for Blind, Atlanta, Georgia	5	111.88
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Michigan	6	134.12
California School for the Blind, Berkeley, California	138	3,086.38
Chicago Public Schools, Department for Blind, Chicago 1, Illinois	62	1,386.62
Cincinnati Public Schools, Classes for the Blind, Cincinnati, Ohio	14	313.13
Cleveland Public Schools, Department for the Blind, Cleveland, Ohio	35	782.75
Colorado School for the Deaf and Blind, Colorado Springs, Colorado	46	1,028.75
Connecticut School for the Blind, Hartford, Connecticut	40	894.62
Dearborn Board of Education, Classes for the Blind, Dearborn, Michigan	5	111.88
Detroit Public Schools, Braille and Sight Saving Dept., Detroit, Michigan	39	872.25
District of Columbia Public Schools, Classes for the Blind, Washington 5, D. C.	18	402.62
Florida School for the Deaf and Blind, St. Augustine, Florida	105	2,348.25
Garfield Public Schools, Class for the Blind, Garfield, New Jersey	2	44.75
Georgia Academy for the Blind, Macon, Georgia	155	3,466.63
Grand Rapids Public Schools, Braille and Sight Saving Department, Grand Rapids, Michigan	12	268.37
Hackensack Public Schools, Class for the Blind, Hackensack, New Jersey	2	44.75
Idaho State School for the Deaf and Blind, Gooding, Idaho	20	447.25

Digitized by Google

Illinois School for the Blind, Jacksonville, Illinois	220	4,920.37
Indiana School for the Blind, Indianapolis, Indiana	109	2,437.88
Instituto De Ninos Ciegos, Department De Sanidad, Santurce, Puerto Rico	68	1,520.87
Iowa School for the Blind, Vinton, Iowa	143	3,198.25
Jackson Public Schools, Class for the Blind, Jackson, Michigan	11	246.00
Jersey City Public Schools, Classes for Blind, Jersey City, New Jersey	7	156.50
Kansas School for the Blind, Kansas City, Kansas	70	1,565.63
Kentucky School for the Blind, Louisville 6, Kentucky	125	2,795.62
Lavelle School for the Blind, New York, New York	38	849.88
Louisiana State School for the Blind, Baton Rouge, Louisiana	67	1,498.37
Louisiana State State School for Deaf and Blind Colored Children, Scotlandville, Louisiana	34	760.38
Maryland School for the Blind, Overlea, Maryland	109	2,437.87
Michigan School for the Blind, Lansing 6, Michigan	154	3,444.25
Milwaukee Public Schools, Department for the Blind, Milwaukee, Wisconsin	11	246.00
Minneapolis Public Schools, Department for Sight Saving and Braille, Minneapolis, Minnesota	49	1,095.88
Minnesota Braille and Sight-Saving School, Faribault, Minnesota	107	2,393.12
Mississippi School for the Blind, Jackson, Mississippi	54	1,207.75
Missouri School for the Blind, St. Louis, Missouri	115	2,572.00
Montana School for the Deaf and Blind, Great Falls, Montana	25	559.13
Montclair Public Schools, Department for the Blind, Montclair, New Jersey	1	22.37
Nebraska School for the Blind, Nebraska City, Nebraska	42	939.38
Newark Public Schools, Braille and Sight Conservation Classes, Newark, New Jersey	13	290.75
New Jersey Commission for the Blind, Newark, New Jersey	51	1,140.62
New Mexico School for the Blind, Alamogordo, New Mexico	76	1,699.75
New Orleans Public Schools, Classes for the Blind, New Orleans, Louisiana	5	111.88
New York Public Schools, Department for the Blind, Brooklyn, New York	104	2,326.00
New York Institute for the Education of the Blind, New York, New York	156	3,489.00
New York State School for the Blind, Batavia, New York	135	3,019.37
North Carolina School for the Blind and Deaf, Raleigh, North Carolina	265	5,926.88

Digitized by Google

North Carolina State Commission for the Blind, Pre-Conditioning Center, Raleigh, North Carolina	60	1,341.87
North Dakota School for the Blind, Bathgate, North Dakota	32	715.75
Ohio State School for the Blind, Columbus, Ohio	203	4,540.13
Oklahoma School for the Blind, Muskogee, Oklahoma	101	2,258.87
Oklahoma State Institution for Deaf and Blind Orphans, Taft, Oklahoma	12	268.38
Oregon Blind Trade School, Portland, Oregon	30	671.00
Oregon State School for the Blind, Salem, Oregon	64	1,431.37
Paterson Public Schools, Classes for the Blind, Paterson, New Jersey	6	134.25
Pennsylvania Institution for the Instruction of the Blind, Overbrook, Pennsylvania	224	5,009.88
Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts	258	5,770.25
Piney Woods School, Piney Woods, Mississippi	25	559.12
Royer-Greaves School for the Blind, Paoli, Pennsylvania	35	782.75
St. Cloud Public Schools, Department for the Blind, St. Cloud, Minnesota	11	246.00
South Carolina School for the Deaf and Blind, Cedar Spring, South Carolina	69	1,543.25
South Dakota School for the Blind, Gary, South Dakota	24	536.75
Tennessee School for the Blind, Nashville 10, Tennessee	139	3,108.75
Territorial School for the Deaf and Blind, Honolulu, Hawaii	14	313.13
Texas Deaf and Dumb and Blind Institute for Colored Youths, Austin, Texas	81	1,811.62
Texas School for the Blind, Austin, Texas	161	3,600.88
Utah School for the Deaf and Blind, Ogden, Utah	33	738.00
Virginia School for the Deaf and Blind, Staunton, Virginia	123	2,751.00
Washington School for the Blind, Vancouver, Washington	74	1,655.00
Western Pennsylvania School for the Blind, Pittsburgh 13, Pennsylvania	136	3,041.75
West Virginia State School for the Deaf and Blind, Romney, West Virginia	82	1,834.00
West Virginia Schools for Colored Deaf and Blind, Institute, West Virginia	16	1,357.87
Wisconsin School for the Blind, Janesville, Wisconsin	143	3,198.25
Youngstown Public Schools, Department for the Blind, Youngstown, Ohio	12	268.38
TOTAL	5,589	$125,000.00

Per Capita—$22.36536

Digitized by Google

Digitized by Google


Digitized by Google

EIGHTIETH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1948

Digitized by Google

Digitized by Google

Digitized by Google



JUDGE ERNEST S. CLARKE

Trustee

American Printing House for the Blind

1927-1948

Digitized by Google

EIGHTIETH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1948

Digitized by Google

OFFICERS FOR 1947-1948

•

President

CHARLES W. ALLEN

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

B. S. JOICE, *Chairman*

WILLIAM E. ALLEN
JOSEF G. CAUFFMAN
PAUL J. LANGAN
DR. C. J. SETTLES

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
JUDGE E. S. CLARKE
WILLIAM C. DABNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States.

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., November 16, 1948, at the Pendennis Club, Louisville, Kentucky.

The Reports of the Executive Committee, Publications Committee, and the Superintendent were read, and upon motion, were duly accepted and ordered published as listed on pages 5, 8, and 13 of this report.

The following resolution was unanimously adopted:

In October, 1927, Judge Ernest S. Clarke became a member of the Board of Trustees of the American Printing House for the Blind and of the Executive Committee. He continued to serve in that capacity until his death on September 22, 1948.

During this period of almost twenty-one years, Judge Clarke served the American Printing House for the Blind unselfishly and well. His quiet and considerate manner, his wise and mature judgment, his kindness and understanding nature endeared him to all of his associates at the Printing House.

His wide experience in the legal profession and business made his counsel widely sought, and his contribution to the problems of the blind of great value. His interest in this work was great, and he gave generously of his time and of his efforts to it.

His natural kindness and his fine disposition endeared him to his associates, and each one had a great admiration for him and for his ability. The Executive Committee and the Board of Directors will surely miss his companionship and his guidance. His passing is a great loss to each of us personally and to the American Printing House for the Blind.

To his family we extend our deepest sympathy in their great loss which we share in large measure with them.

BE IT RESOLVED, That this resolution be spread upon the Minutes of the American Printing House for the Blind

Digitized by Google

and that a fitting copy be sent to his wife and to his sons, Oldham and Ernest S. Clarke, Jr.

The following officers and committees were unanimously elected:

Officers (for one year)

Mr. Charles W. Allen, President

Mr. Robert Lambert, Vice-President

First National Bank of Louisville, Treasurer

Mr. F. E. Davis, Secretary

Publications Committee (for two years)

Mr. B. S. Joice, Chairman

Mr. W. E. Allen

Mr. Josef G. Cauffman

Mr. Paul J. Langan

Dr. Clarence J. Settles

In addition, with the approval of the Board, Mr. Egbert N. Peeler was co-opted to membership on the Committee in an advisory capacity.

There being no further business, the meeting adjourned.

Respectfully submitted,

F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

November 16, 1948

To The Members Of The Board Of Trustees Of The American Printing House For The Blind

Gentlemen:

The major achievement of the 1947-1948 fiscal year was, of course, the erection of the factory building immediately adjoining the old building. Although ground was not broken until late in July, 1947, the building was sufficiently near completion that the printing, binding, and tangible apparatus departments, formerly housed in a rented building in the center part of the city, could be moved to the new plant the first day of May, 1948. The transfer of other departments from the old building is still in process, but it is expected that the move will be completed by the first of the year. The entire cost of erecting the building, purchasing new equipment, and installing both the new and old equipment has been approximately $275,000 to date. The consolidation of all of the activities of the institution under one roof has greatly increased efficient operation and should make possible an expanded and better service to the schools and classes and other agencies which are served by the Printing House.

Your Executive Committee is happy to report that, in spite of the lack of a full-time Superintendent during nearly the whole first quarter, and also in spite of the serious loss of production during the last two months of the fiscal year because of the move to the new building, the total business of the Printing House amounted to over $461,000 — a figure slightly in excess of the very large increase in operations achieved the previous year. Such results could only be accomplished through the faithful services of a loyal and efficient staff and faithful employees.

At this point I should like to pay a tribute to our Superintendent, Mr. Davis. He has now been with us for something more than a year and your Executive Committee feels that he has lived up to expectations and made a fine start. He was new to the business and it, of course, took time for him to get his feet on the ground and get going full steam ahead. What is important the employees of the Printing House like to work with and for him. That is half the battle. I hope that you feel as we do about him.

Digitized by Google

It has not been possible, as yet, to make any definite decision with regard to the adoption of a retirement system for the employees of the Printing House. Most serious consideration has been, and is still being, given to this problem. Your Executive Committee has long recognized the responsibility of the Printing House toward its employees and staff members who, in spite of the possibilities of advancement and old-age security benefits offered by other fields of employment, have elected to remain with the Printing House, as they have found it a pleasant place to work under a considerate management. To date, the plans for a private pension system which have been considered have seemed to the Committee to involve an ever-increasing cost which might prove too expensive, with our limited resources, in future years. Based on a 40-per-cent-of-base-pay retirement figure, the initial cost for our present personnel would be not less than $22,000 annually, with the prospect of it mounting. As an alternative, it might be possible to provide a pension system based on a lower retirement figure, say 30 per cent, with the thought in mind that the probable widening of the Federal Social Security program within the next few years — to include employees of non-profit organizations such as the Printing House — would bring the possible total retirement pay to our employees up to an adequate figure. Some acceptable system of retirement pay should be worked out within the near future, if we are to continue to attract the caliber of staff members and employees necessary for the proper conduct of the work of the American Printing House for the Blind.

Donations to The Reader's Digest and Extension Funds totalled over $146,000 during the twelve-month period ending June 30th. Although this is a drop from the peak of $163,000 received during the previous fiscal year, it represents a very real accomplishment in the face of a downward trend in fund-raising everywhere, due to economic conditions. It is known that the raising of funds, with the war emotion over, is becoming increasingly difficult, and this situation may remain true for some years to come, as the newly elected Congress will probably impose heavier taxes on business and perhaps individuals. For this reason, efforts to raise rather substantial sums of money are being made at this time, to take care of future needs when fund-raising may be less successful.

Digitized by Google

It is with deep regret that I report the death since our last Annual Meeting of Judge Ernest S. Clarke, long a member of your Executive Committee.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

November 16, 1948

To The Members Of The Board Of Trustees Of The American Printing House For The Blind

Gentlemen:

It is with pleasure that your Publications Committee reports that the trend toward the production of fewer new textbooks for the schools and classes for the blind noted at our last Annual Meeting has been checked and that a small actual gain has been accomplished. Of the 146 titles embossed during the 1947-1948 fiscal year, 52 of them represented school texts, as opposed to 38 out of 123 last year. In addition, 23 additional texts have been embossed during the first quarter of the current fiscal year, and a number of others are in line for production. In this connection, it should be noted that it has been possible to emboss and print all of the necessary readers and other texts for the first three school grades to be used in the Experimental Braille Grade Two project for the primary grades being conducted under the auspices of the Braille Committee of the AAIB.

New textbooks, however, are still greatly needed, and the problems posed in their production are many. In the first instance, our present method of adoption of books for production is not too satisfactory. By charter provision, the Printing House is required to canvass the schools and classes at least once a year for recommendations. Unfortunately, this results in more or less haphazard requests for books, based in large measure on local needs. Some integrated method should be worked out, however, so that obvious gaps are filled in and a balanced catalog of up-to-date texts for all grades and subjects can be offered at all times. At the last Annual Meeting the Superintendent of the Printing House and your Committee were asked to make a study of the problem and to determine, if possible, if other procedures might be worked out. To date, no solution has been found. It is not possible for your Committee members to purchase, out of local funds, ink-print copies of the hundreds of new texts published each year so that they may be examined and properly evaluated for approval for production. On the other hand, if large libraries of ink-print books are purchased by the Printing House for examination by the Committee, the purchase

Digitized by Google

price would have to be added to the cost of the books actually Brailled, and would probably constitute a considerable increase in catalog prices.

In addition to a lack of integration in the selection and approval of books to be embossed, there is the added difficulty of correlating the production of Braille books with the large type texts. Although it was previously decided that no book should be approved for embossing unless it was also to be published in large type, the members of the Committee are not in full accord on this point. Because of the refusal of copyright permissions for the publication of large type editions of several excellent texts and series, a strict adherence to the above procedure would prevent the publishing in Braille of many titles which are of high educational value. Should our blind children being taught by Braille be prevented access to the best books available because they cannot be published in large type? Is the teaching in the Braille and sight conservation classes in the schools so interwoven that both our blind and semi-sighted pupils must of necessity use the same texts at all times? Every effort is being made to win over the ink-print publishers who are reluctant to let us use their books, or who have already given permission to other large print publishers to use their materials, and it is probable that the present difficulties may be overcome within the next few years.

The other problem with regard to the increase in new educational books is one of production. Up to and during the war years, the personnel of the stereograph department was comprised of highly skilled operators of long experience, who could emboss any type of copy with relative ease and accuracy. This situation has greatly changed during the last three years. As soon as the war was over, a great many of our operators resigned to get married. At the time, no immediate effort was made to replace the stereotypists who left because both the schools and the Library of Congress were making reduced calls on the department. Unfortunately, the call for increased production which came about eighteen months ago came almost without warning, particularly in the case of contracts from the Library of Congress which, beginning with June, 1947, have more than tripled any received heretofore. New stereotypists have, of course, been put into training, but they not only lack experience but seem less inclined to make Braille embossing a permanent job. A first class Braille stereotypist must have considerable

Digitized by Google

mechanical skill and at the same time be possessed of good native intelligence with a flair for proper presentation of copy in order to make it intelligible to the finger reader. It takes a matter of two years, as a rule, to train and develop a first class stereograph operator capable of embossing 35 to 40 Braille pages of semi-technical copy per eight-hour day with sufficient accuracy to require only one proofreading. Unfortunately, textbooks, in the main, represent technical copy, and at the present time only 8 out of the 19 operators now employed have been with the Printing House over two years, and 3 of the remaining 11 have been employed less than six weeks! Additional operators cannot be hired for training because we have only eighteen stereograph machines at the present time, of which one has been borrowed on indefinite loan and another recently purchased secondhand. A new APH model stereograph machine is being developed in our own shop, but it will be a matter of eighteen months before the experimental model can be completed and tested and a number of additional machines manufactured.

The large type department is under full production, and books are being produced and supplied to the schools and classes on regular schedule. The selection of available titles offered, however, is still exceedingly limited. The move to the new building hampered production seriously for several months in the printing and binding departments. However, three typists are now employed full time to do the composition work, a second press has been purchased, and production continues to increase monthly.

As was reported last year, the large print books are being produced by means of the photo-offset printing process from copy typed on electromatic book-type proportional-spacing typewriters. Early experimentation indicated that the above method would produce relatively inexpensive, acceptable books. Subsequent investigation, however, raises the question that possibly other means of reproduction might prove more effective in many cases. Serious consideration is being given, therefore, to other printing processes, with a view to supplementing, or possibly substituting, them for the present procedure. Consideration is also being given to the possibility of developing the catalog of large type books by school grades, beginning with the first grade, rather than by whole series of titles, so that the schools and classes can develop their sight conservation classes on the same

Digitized by Google

basis with assurance of a complete catalog of books for all courses within a grade as needed

So far as basic school materials are concerned, the Printing House has still not been called upon to provide books of this type in Talking Book form. A number of titles of juvenile fiction were published during the first quarter of last year, but for the main this department has not concerned itself with books for the schools and classes.

During the year, new editions of both the Braille and Talking Book catalogs were issued. For the first time, in both catalogs, the books and materials of primary interest to the schools were separated from the titles of general interest, and the resulting format should make ordering of school texts much simpler in the future. Teachers and superintendents are urged, however, not to overlook the large catalog of supplementary materials which are offered in the Library of Congress sections of the catalogs.

It is hoped that the superintendents will give serious thought to the many problems which this report presents, and will give their every aid to the Printing House in helping to solve their solution.

At the informal conference of superintendents attending the Printing House annual meeting, held in Superintendent Davis' office November 15th, the general trend of discussion was toward the problems of the Publications Committee, and nearly half a day was spent in exchange of ideas and tentative suggestions. However, only two or three definite recommendations seemed to come out of the discussion. It seemed to be the consensus of opinion that the adopted Braille textbooks should parallel the publication of large type books, as was decided last year.

It was furthermore decided that the large type publications should be started in the first grade and worked up through the grades by grades. (NOTE: As this plan is only effective for one year and subject to revision it might be possible, through anticipated increased production, to modify it to include the production of basic subjects for the high school classes.)

It was further recommended that the Publications Committee should meet at least twice a year — a spring meeting around the Easter Season, and the regular fall meeting in conjunction with the Annual Meeting of the American Printing House. The rea-

Digitized by Google

sons for a spring meeting will doubtless be introduced in the Superintendent's report and an early release incorporating the same sent out by the Publications Committee.

The suggestion was also made that the matter of reimbursement for necessary additional traveling expenses which might be incurred in these additional meetings be absorbed by the Printing House as part of the regular expenses

Respectfully submitted,

B. S. JOICE, *Chairman*

Publications Committee

Digitized by Google

REPORT OF THE SUPERINTENDENT

November 16, 1948

To The Members Of The Board Of Trustees Of The American Printing House For The Blind

Gentlemen:

This Report covers the activities and achievements of the Printing House during my first year as Superintendent. It has not been an easy year: the problems to be settled have been many and urgent, and I was new and inexperienced. However, everyone with whom I have come in contact has helped to make things pleasant and to give me a sense of accomplishment. I extend my sincere appreciation to the members of the Executive Committee, the superintendents of the schools, and to our staff members who have been unfailing in their cooperation. I am very grateful to their aid at all times.

From its founding, the main purpose of the American Printing House for the Blind has been to provide the books and other educational materials needed for our schools and classes for the blind. Although the private, non-profit character of the institution permits us to offer our facilities to other worthwhile non-profit agencies providing literature for the blind, our services to the schools and classes for the blind remain of primary interest to the Printing House. To help acquaint the superintendents with the types of service and assistance the Printing House offers to the schools and classes, there was issued during the year the pamphlet "History, Purposes and Policies of the American Printing House for the Blind." All superintendents are urged to read this pamphlet carefully from time to time, and to call on the Printing House to aid them in any way possible. Further, it is hoped that it will soon be possible for Printing House staff members to make liaison visits to various of our schools in order to meet with teachers and staff members and gain at first hand a knowledge of the needs of our schools which can best be met by the Printing House. The change in the date of the Annual Meeting from summer to fall, which permits more of the superintendents to attend, should also greatly increase our mutual understanding. We here at the Printing House sincerely hope that the informal institute of the superintendents held yesterday and today prior to this Meeting will continue from year to year,

Digitized by Google

to the advantage of both the schools and the Printing House. We need to have more of you see and know our work at first hand and to advise and consult with us as to how we can best serve your interests.

The move to the new building was accomplished on schedule on May 1st, although a few departments formerly housed in the Broadway plant did not get back into full operation as soon as it was hoped. It was possible to move the magazine printing and mailing department and the ink-print department without any visible lost time or failure to meet schedules. The Braille and large type printing and binding departments, the machine-shop, and the tangible apparatus departments did not fare quite so well because of the quantity of heavy machinery to be moved and the many necessary electrical installations to be made. Actually, the entire inside of the building was not completed when the move was made, and many machines could not be put into operation until the rest of the building was finished. All of these departments are now in full operation, however, and we should soon catch up on our production schedules, particularly with regard to Braille schoolbooks. In addition to the transfer from the Broadway plant, three departments from the old building have had to be moved, i.e., the Talking Book pressing and electroplating units and the stereograph department. The Talking Book pressing department and the stereograph department are already in full operation, and the installation of the other department should be completed before the first of the year.

The production records for the year show considerable increase in some departments and, unfortunately, some reduction in others, the latter caused almost entirely by the move to the new building. The Braille printing and binding department was most seriously hit. The necessary reduction in these operations, coming as it did in the spring and summer months, when we normally expend most of our energies on printing books and manufacturing materials in order to have them ready for fall, has made it impossible for us to fill all of the orders which the schools sent in. This situation was further aggravated by the fact that very large orders were received from the schools in September and October for books already printed during the summer, thus necessitating further reprints. We realize that the schools cannot anticipate in the spring their entire needs for the following school year; on the other hand, it takes two to three weeks to run an edition of a book through the printing and bind-

Digitized by Google

ing processes, particularly when the number of titles desired is so great. If the needs of all the schools can be included in one edition, the time required is greatly reduced.

I should like to suggest two things which might help the Printing House get the schoolbooks ready when needed: First, that the Publications Committee make the annual request for recommendations prior to January 1st of each year. This would give the Committee time to examine the recommendations and submit them to the schools for tentative orders so that the schools could be apprised early in the spring, say February or March, of all new books which will be available before fall, thereby facilitating the ordering of books in advance. This would also give the Printing House time to complete all newly recommended books by September. My other suggestion for helping to meet the demand for schoolbooks would be to schedule the vacation period of at least the production employees of the Printing House during June instead of July of each year, so that the time of our peak production could come after all annual book orders have been received. This, of course, would necessitate paying for two vacation periods during the first fiscal year in which the plan might be put into effect.

We are happy to report an increase in the number of new Braille plates embossed over last year, the first time we have had an increase in five years.

The large type department is now in full operation, and the production for the 1947-1948 fiscal year was nearly treble that of the preceding year. Our main difficulty has been our own inexperience in an extremely technical process, the necessity of taking unskilled people and training them, and possibly in the inherent technical defects of the reproduction process itself. Neither our staff members nor I feel that the results we are getting are the best possible for the process used, or that possibly the process itself is the answer to the "best book at a reasonable cost" which can be produced. Constant research, therefore, is being conducted, not only with a view to improving the present method, but also with a number of other processes which might prove more effective.

The over-all Talking Book production continues to increase. For the past year we have had two recording studios available for almost continuous production. Two new automatic presses have been purchased and installed, and we should be able to

Digitized by Google

increase our production materially, particularly in the pressing department, to make possible continued expansion in this department. We have been assured of at least a third more increase in awards from the Library of Congress than last year, and last year's production was the largest in the history of the department. Constant research is being conducted by all agencies interested in the Talking Book field, including the Printing House, and we feel confident that we shall be able to meet whatever need arises in the future, in so far as sound reproduction for the blind is concerned. In the meantime, we have expanded our facilities for the manufacture of Talking Book containers, not only to meet our own increased production, but also to supply containers for the American Foundation for the Blind and other agencies throughout the world, as well as replacements for the Library of Congress. Since the first of July, this department has increased its production to approximately 1,000 containers per month.

Our Braille magazine department has shown the most striking increase of any. During the year ending June 30, 1947, we produced approximately 395,000 separate magazine pamphlets. During the 1947-1948 fiscal year, we printed and bound more than 478,000 magazine pamphlets! This increase has come not only from new contracts for additional magazines, but also from the increased circulation of all of the magazines we publish. Braille and Talking Book magazines now comprise more than $135,000 of our annual business. The Trustees may be interested to know that we are even publishing a quarterly Braille magazine for the Indian Government at New Delhi.

The importance of our ink-print department as a part of the production of the Printing House is seldom realized. Actually, its work is supplemental to almost every other department. It was originally installed for the sole purpose of printing the ink-print spine titles and title pages on our Braille books — for the benefit of sighted teachers and librarians. With the advent of the Talking Book and the need for ink-print labels for the records, and the very large expansion of our Braille magazine department requiring thousands of ink-print cover pages monthly, this department has become a very important cog in our organization. Previously this department has always been poorly housed in cramped quarters, which greatly hampered production. Present ample quarters make possible an efficient operation which permits us to do practically all of our ink-print-

Digitized by Google

ing, including such items as office supplies, stationery for our fund-raising campaigns, and a very large volume of special materials, such as alphabet cards and other black-and-white reproductions of Braille peculiar to our field. By being able to produce these materials in our own shop, our costs are greatly reduced over those we would have to pay to have these items printed commercially.

In the past, the tangible apparatus department and the machineshop have been more or less classed together. It is true that much of their work is interwoven, since many of the parts for our production items must be machined and processed in the shop, or be sent outside of the Printing House to be manufactured and brought back for assembly. Further, expert machinists are employed in both departments and all have access to much of the same equipment and machinery. On the other hand, the machineshop is needed for the maintenance of all of our technical departments. It is here also that our stereograph machines, printing and binding and Talking Book equipment is not only maintained, but in some instances developed and manufactured, and all technical research is centered. Perhaps the one most important item needed at the present time for increase in our facilities is the production of new stereotyping machines and the adaptation or manufacture of additional bindery equipment. This is now under way in our shop. The installation of new equipment, as well as new quarters, has added materially to our facilities for the manufacture of tangible apparatus as well as the operations of the machineshop. The expansion in the shop should mean that, in the future, very little of our shop items will have to be sent outside of our own plant for manufacture or processing. This should mean much to all departments.

Actual production in the tangible apparatus department was approximately the same as for the previous year. It should be noted, however, that the Braille slate department finally caught up with the accumulated and regular, normal demand for slates, and we should have no difficulty in keeping ahead of orders in this department in the future. Efforts are being made to manufacture a special type stylus for small children according to specifications given us by several primary teachers, and as soon as samples can be made up and submitted for test and approval, these will be put into production.

Digitized by Google

Braillewriter production was again delayed because of the need for developing replacements of certain parts which proved defective in style and other parts which would materially strengthen the machine. Since August of this year, a regular production of about 25 writers a month has been possible, and machines are being delivered regularly to the schools, with a possibility of completing accumulated demands within the near future. The request from individuals for writers has been overwhelming, and it is hoped that within the next six months the Printing House writer can be made available to all who would like one. One innovation has been the new, inexpensive carrying case, which we recommend be purchased with every writer. The purpose of the case is twofold: To help protect it in shipment — a most important consideration under present shipping conditions — and to protect the writer from dirt and damage when not in use. The case is so designed that the writer can be kept permanently attached to the bottom part, and the cover slipped off when in use similar to the case for regular portable typewriters. At an additional cost of $3.50 per case, we sincerely urge that every superintendent purchase one with each writer.

The Taylor arithmetic slate has again been put into production. It was not possible during the war years to obtain the stainless steel with which to manufacture these slates, but a supply of this material has now been purchased, and slates are being delivered in quantity lots in order of receipt of accumulated back orders. Attention should be called to the fact that new stamping dies have been developed for these slates, and a new design which should prove more comfortable to the user is now employed. It has also been possible to produce these slates at no increase in price. Work on the cubarithm arithmetic slate is still in the experimental stage. This slate, which employs a cube marked with regular Braille numbers, rather than another arbitrary system, may prove more effective for arithmetic slate use than the older devices. It is hoped that a working model can be produced this year.

In the map department, we have about caught up with accumulated demands for North and South America, and will next work on maps of the United States. When these are finished, the problem will be to decide on which continent to do next. The world situation being what it is, this presents a real decision. On the other hand, since it has been so many years since maps of Europe, Asia and Africa have been manufactured, it may be

Digitized by Google

well to ignore the possibilities of immediate changes in political divisions and go ahead with whatever is needed most.

As has been noted in the foregoing, much new equipment has been, and is being, added to all departments. The purpose is not so much to replace wornout equipment, as to extend and expand the facilities of the Printing House, with a view to offering greater and more diversified services to the schools. As was pointed out last year, there are many devices and materials which the Printing House is not now manufacturing and which would be of great use to the schools. Closer cooperation between the schools and the Printing House should provide many opportunities for expansion along this line.

As the oldest national institution for the blind in the United States, and the largest publishing house for the blind in the world, the Printing House owes it to itself to maintain its leadership in an increasingly competitive field. To do this, emphasis must be placed on the maintenance and advancement of the calibre of our personnel and on our leadership in research. Both will take money. Our present staff members are all highly efficient, cooperative, and often inspired, giving the best they have at all times to the interest of the institution. Their salaries are not commensurate in present times with what they could probably command as professional workers in other lines of work. Further, we have not yet provided them with any security for the future in the way of old age retirement. They are still not eligible for Social Security benefits and, unfortunately, if and when such benefits should be made available to employees of philanthropic institutions, their many years of past service will not count towards the pensions they will receive. This question was discussed at the last Annual Meeting, and your Executive Committee has considered, and still is considering, the possibilities of special private retirement insurance plans which could provide adequate benefits to our workers. As Superintendent of the Printing House, I sincerely and strongly urge the necessity of adopting such a plan for our workers within the near future. It might be well to consider a plan that would supplement Social Security, should such benefits be made available to our employees in the future. In this way, the Printing House would recognize the years of faithful past service rendered by many of our employees and at the same time assure them of at least a minimum retirement income.

Digitized by Google

We have talked much about research at the Printing House, and have tried to do it in combination with production. This is not altogether feasible. A research worker should have access to the successes and defeats of production processes at all times. On the other hand, he should have time to consider and develop new processes and new ideas without interruption because he is needed to keep "the wheels rolling." For instance, for more than two years we have been trying to develop a new stereograph machine which is desperately needed in our embossing department, but are constantly hampered because this work must be sidetracked because production items are needed from the machineshop or because the research worker must fill in for another worker who is absent or ill. If the Printing House is to maintain its leadership, we must make some provision for necessary research and experimentation. There is great need for research in the field of tangible apparatus for the blind. The plastics field is almost unexplored in this connection, and it is my belief that plastics offer great possibilities for the manufacture of such items as maps, globes, etc. There is also the possibility of designing and building improved equipment for the production of Braille books, magazines, and Braille writing devices. We should at all times keep abreast and assume leadership, if possible, in the recording and manufacture of Talking Books. More research should be done in the production of sight saving materials. Really, there seems no end as to how far-reaching our services could be if we had sufficient funds for proper research. Of course, we have no funds for this purpose at the present time, but with a sincere feeling that the Printing House can render a much greater service in the field of education, I should like to suggest that we give careful consideration to the establishment of a Research Fund.

Money to maintain a technical research department must probably come from private funds, raised through our own efforts. This we are in a position to do. Our fund-raising department has undertaken an ambitious program for the current year, and it is hoped that considerable sums of money for "extension purposes," over and above that needed to complete payment for the erection of the new building and the purchase and installation of equipment, will be obtained. It is, of course, becoming increasingly difficult to raise funds, but our over-all prospects for the present year look very bright. It should also be noted that there is a very great need to renovate and repair

Digitized by Google

the old administration building, in order to make possible a more efficient use of the space available. Our present storage space is very insufficient, and our office and administrative quarters are not only cramped and uncomfortable, but inadequate and ugly. We are therefore continuing our fund-raising efforts for the present on the basis of the need for money for research and for the improvement of the old building.

At this time I wish to report that the Students Library formerly housed and administered by the Printing House was formally turned over to the Division for the Blind of the Library of Congress in early spring of this year, and the entire catalog of books shipped to them. We are continuing to cooperate with this project, however, in the joint preparation of a manual for the training of volunteer hand-transcribers and professional stereotypists. It is expected that this manual will be available early in the spring of 1949.

The Printing House continues to be called upon by all nations for help and assistance in setting up printing plants in other countries. Much of this assistance on our part has had to be curtailed for the present because we have not been in a position to manufacture and supply the necessary equipment, due to our own increased needs and to our reduced production in our technical departments caused by the move to the new building. It is hoped that much can be accomplished along this line within the next year.

In conclusion, I again wish to extend my gratitude to the members of the Executive Committee, the superintendents of the schools, and to our staff members for their gracious help and encouragement to me in my first year as Superintendent. Your assistance and cooperation has meant a very great deal and has made this year most pleasant. The work of the Printing House presents a real challenge. A challenge met with a proper response assures progress. With your continued cooperation, I feel we can meet the challenge.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1947 to June 30, 1948

No. of Voucher	To Whom Paid	For What Purpose	Amount
347	Payroll July 1-12, 1947	Services	$ 1,911.18
348	Payroll July 14-26, 1947	Services	2,111.35
349	Payroll July 1-7, 1947	Services	1,066.66
350	Payroll July 28-August 9, 1947	Services	2,037.73
351	Payroll August 11-23, 1947	Services	2,058.55
351-A	Miller Paper Co.	Paper	4,210.61
352	Payroll August 1-31, 1947	Services	1,025.00
353	Payroll August 25-September 6, 1947	Services	2,139.60
354	Miller Paper Co.	Paper	2,153.17
355	American Zinc Products Co.	Plate Blanks	819.10
356	Armour & Co.	Bindery Supplies	43.56
357	Bowles Machine Tool & Die Co.	Braillewriter Parts	826.94
358	American Zinc Products Co.	Plate Blanks	354.57
359	Payroll September 8-20, 1947	Services	2,132.64
360	Bowles Machine Tool & Die Co.	Braillewriter Parts	1,839.24
361	Revere Copper & Brass, Inc.	Talking Book Material	3,086.17
362	Castlewood Manufacturing Co.	Slate Materials	680.00
363	Neill-LaVielle Supply Co.	Braillewriter Parts	297.77
364	Payroll September 1-30, 1947	Services	1,241.66
365	Miller Paper Co.	Paper	2,484.72
366	Payroll Sept. 22-Oct. 4, 1947	Services	2,856.96
367	Revere Copper & Brass, Inc.	Talking Book Material	906.59
368	Armour & Co.	Bindery Supplies	43.56
369	Cudahy Packing Co.	Bindery Supplies	221.83
370	Payroll October 6-18, 1947	Services	2,862.74
371	Moltrup Steel Products	Braillewriter Parts	639.31
372	Bowles Machine Tool & Die Co.	Braillewriter Parts	920.33
373	Slade, Hipp & Meloy, Inc.	Bindery Supplies	56.66
374	American Zinc Products Co.	Plate Blanks	232.29
375	Bush-Krebs Co.	Large Type Supplies	350.00
376	Miller Paper Co.	Paper	1,430.05
377	Payroll October 1-31, 1947	Services	1,091.66
378	Payroll Oct. 20-Nov. 1, 1947	Services	3,006.00
379	Payroll November 3-15, 1947	Services	2,983.33
380	Queen City Paper Co.	Bindery Supplies	79.02
381	Bowles Machine Tool & Die Co.	Braillewriter Parts	443.42
382	Chicago Steel & Wire Co.	Bindery Supplies	32.90
383	Rapid Roller Co.	Rubber Blankets	309.56
384	Payroll November 1-30, 1947	Services	1,241.66
385	Payroll November 17-29, 1947	Services	2,773.91
386	Payroll December 1-13, 1947	Services	3,057.21
387	Payroll December 15-27, 1947	Services	2,858.92

Digitized by Google

No. of Voucher	To Whom Paid	For What Purpose	Amount
388	Payroll December 1-31, 1947	Services	1,091.66
389	Payroll December 29-31, 1947	Services	900.82
390	Payroll January 1-10, 1948	Services	2,374.36
391	Payroll January 12-24, 1948	Services	3,005.87
392	American Zinc Products Co.	Plate Blanks	597.24
393	Miller Paper Co.	Paper	4,837.74
394	Payroll January 1-31, 1948	Services	1,330.83
395	General Binding Corp.	Bindery Supplies	233.57
396-A	General Binding Corp.	Bindery Supplies	1,013.39
396	Payroll Jan. 26-Feb. 7, 1948	Services	3,086.32
397-A	Armour & Co.	Bindery Supplies	47.52
397	Payroll February 9-21, 1948	Services	3,086.73
398	Wm. J. McLaughlin & Co.	Bindery Supplies	77.19
399	Bowles Machine Tool & Die Co.	Braillewriter Parts	40.54
400	Payroll February 1-28, 1948	Services	1,111.66
401	Miller Paper Co.	Paper	625.28
402	Payroll Feb. 23-Mar. 6, 1948	Services	3,082.87
403	The Dickson Co.	Annual Report	132.78
404	The Dickson Co.	Special Report	41.23
405	Lafayette Steel Corp.	Plate Blanks	430.17
406	Payroll March 8-20, 1948	Services	3,249.82
407	Miller Paper Co.	Paper	2,627.11
408	Payroll March 1-31, 1948	Services	1,330.83
409	Payroll Mar. 22-Apr. 3, 1948	Services	3,174.24
410	Bowles Machine Tool & Die Co.	Braillewriter Parts	286.65
411	Auburn Button Works, Inc.	Braillewriter Parts	89.10
412	Miller Paper Co.	Paper	803.59
413	Payroll April 5-17, 1948	Services	3,155.10
414	Payroll April 1-30, 1948	Services	1,278.33
415	Payroll April 19-May 1, 1948	Services	3,001.94
416	Queen City Paper Co.	Bindery Supplies	522.34
417	American Zinc Products Co.	Plate Blanks	496.76
418	Miller Paper Co.	Paper	2,077.18
419	Payroll May 3-15, 1948	Services	3,056.33
420	Queen City Paper Co.	Bindery Supplies	2,054.53
421	Payroll May 1-31, 1948	Services	1,330.83
422	Payroll May 17-29, 1948	Services	2,971.02
423	Miller Paper Co.	Paper	2,541.40
424	Queen City Paper Co.	Bindery Supplies	1,031.30
425	American Zinc Products Co.	Plate Blanks	367.63
426	Wm. J. McLaughlin & Co.	Bindery Supplies	26.62
427	Miller Paper Co.	Paper	65.46
428	Payroll June 1-30, 1948	Services	1,278.33
429	Payroll June 14-30, 1948	Services	109.13
430	Payroll June 14-30, 1948	Services	8.53
		GRAND TOTAL	$125,000.00

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As of June 30, 1948

ASSETS			
Current			
Cash		$ 2,287.43	
Accounts Receivable		72,432.77	
Inventories—			
Finished Stock	$ 74,395.51		
Stock in Process	86,608.61		
Materials	37,635.68	198,671.80	
TOTAL CURRENT			$273,312.00
Other			
Supplies and Prepaid Insurance			8,730.95
Properties			
Land		$ 11,907.83	
Buildings		42,292.50	
Machinery		56,098.96	
Office Equipment		6,338.43	
TOTAL PROPERTIES			$116,636.92
TOTAL OPERATING ASSETS			$398,679.87
Endowment Fund Investment	$ 2,000.00		
Endowment Fund Accrued Revenue	183.00	$ 2,183.00	
Building Fund Cash	$ 54,109.94		
Building Fund Investment	3,000.00		
Building Fund Construction	200,405.34		
Building Fund Accounts Receivable	4,351.05	261,866.33	
Reader's Digest Fund Cash	$ 35,588.54		
Reader's Digest Fund Investment	116,250.00	151,838.54	415,887.87
TOTAL ASSETS			$814,567.74
LIABILITIES			
Current:			
Accounts Payable		$ 33,145.90	
Due on Quota Accounts		32,861.93	
TOTAL CURRENT			$ 66,007.83
Other:			
Deferred Income			3,234.87
NET WORTH—GENERAL FUND:			
Capital Investment		$224,491.83	
Reserve for Contingencies		104,945.34	
TOTAL NET WORTH—GENERAL FUND			$329,437.17
Special Funds:			
Endowment Fund		$ 2,183.00	
Building Fund		261,866.33	
Reader's Digest Fund		151,838.54	415,887.87
TOTAL LIABILITIES AND NET WORTH			$814,567.74

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1947, to June 30, 1948

RECEIPTS:		
The Act "To Promote the Education of the Blind"	$125,000.00	
Materials Supplied Other Agencies	295,287.08	
Reader's Digest Fund Donations	145,745.73	
Building Fund Donations	303.75	
Sale of Securities—Reader's Digest Fund	70,000.00	
Sale of Securities—Building Fund	36,052.00	
Sale of Securities—General Fund	5,000.00	
Sale of Securities—Endowment Fund	351.15	
Investment Income—Reader's Digest Fund	1,649.67	
Investment Income—Building Fund	1,215.18	
Investment Income—General Fund	105.33	
Sale of Scrap	939.21	
Sale of Used Equipment	100.00	
Expense Refunds	1,176.62	
TOTAL RECEIPTS		$682,925.72
Balance—July 1, 1947		123,158.88
TOTAL CASH TO ACCOUNT FOR		$806,084.60
DISBURSEMENTS:		
Salaries and Wages	$254,181.39	
Materials	166,430.83	
Manufacturing Expense	22,293.61	
Shipping Expense	12,519.34	
Research and Experimentation	650.90	
General Overhead Expense	34,169.37	
Administrative Expense	14,523.19	
Digest and Magazine Mailing and Circulation	886.85	
TOTAL OPERATING DISBURSEMENTS	$505,655.48	
Equipment Purchased	14,683.27	
New Building	195,426.91	
TOTAL	$715,765.66	
Less: Cash Discount	1,586.97	
TOTAL DISBURSEMENTS		$714,178.69
CASH BALANCE—JUNE 30, 1948		$ 91,905.91
Represented By:		
Balance in General Checking Account	$ 1,957.43	
Cash in Office	250.00	
Balance in Reader's Digest Fund Account	35,588.54	
Balance in Building Fund Account	54,109.94	$ 91,905.91

We hereby certify that the foregoing "Financial Statement" as of June 30, 1948, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1947, to June 30, 1948, prepared by us (pages 24 and 25), are correctly drawn, and, in our opinion, present the financial conditon and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1948.

COTTON & ESKEW
Certified Public Accountants
By WM. COTTON, C. P. A.

Digitized by Google

[illegible] FOR THE [illegible]

[illegible]	[illegible]	[illegible]	80,131
[illegible]			
[illegible]	[illegible]	[illegible]	186
[illegible]	—	[illegible]	6
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]			
[illegible]	[illegible]	[illegible]	17,567
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]			
[illegible]	[illegible]	[illegible]	671
[illegible]	[illegible]	[illegible]	5,855
[illegible]	[illegible]	[illegible]	8,355
[illegible]	[illegible]	[illegible]	499,801
[illegible]	[illegible]	[illegible]	3,664
[illegible]	[illegible]	[illegible]	167,300

Large Print Books:

Number of Titles	*	303	1,307
Number of Titles Published	*	3	8
Number of Pages Printed	*	[illegible]	278,804
Number of Books Bound	*	700	1,847

Talking Books

Number of Masters Recorded	2,148	2,802	3,170
Number of Books Recorded	51	88	78
Number of Magazines Recorded	24	24	24
Number of Records Pressed	180,628	217,495	225,820
Number of Albums Made (Limited)	525	876	866
Number of Talking Book Cartons Made:			
Black Fibre	8,371	8,637	8,708
Cardboard	842	1,150	1,101

Tangible Apparatus Manufactured:

Maps (Dissected)	9	14	15
New Hall Braillewriters	74	133	146
Slates	4,491	5,799	7,666
Styluses	9,685	10,689	22,908

* Not recorded

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1948, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	January 1947 No. of Pupils	Amount of Quota for the Year Ending June 30, 1948
Alabama Institute for the Deaf and Blind, Talladega, Alabama	211	$ 4,610.21
Arizona School for the Deaf and Blind, Tucson, Arizona	42	917.67
Arkansas School for the Blind, Little Rock, Arkansas	114	2,490.82
Atlanta Public Schools, Department for Blind, Atlanta, Georgia	4	87.40
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Michigan	10	218.49
California School for the Blind, Berkeley, California	135	2,949.66
Chicago Public Schools, Department for the Blind, Chicago, Illinois	59	1,289.11
Cincinnati Public Schools, Classes for the Blind, Cincinnati, Ohio	13	284.04
Cleveland Public Schools, Department for the Blind, Cleveland, Ohio	30	655.48
Colorado School for the Deaf and Blind, Colorado Springs, Colorado	49	1,070.62
Connecticut School for the Blind, Hartford, Connecticut	39	852.12
Detroit Public Schools, Braille and Sight Saving Department, Detroit, Michigan	44	961.37
District of Columbia Public Schools, Department of Special Classes for Exceptional Children, Washington, District of Columbia	15	327.74
Florida School for the Deaf and Blind, St. Augustine, Florida	118	2,578.22
Georgia Academy for the Blind, Macon, Georgia	158	3,452.19
Grand Rapids Public Schools, Braille and Sight Saving Department, Grand Rapids, Michigan	9	196.64

Digitized by Google

	January 1947 No. of Pupils	Amount of Quota for the Year Ending June 30, 1948
Hackensack Public Schools, Class for the Blind, Hackensack, New Jersey	1	21.85
Idaho State School for the Deaf and Blind, Gooding, Idaho	18	393.29
Illinois School for the Blind, Jacksonville, Illinois	237	5,178.29
Indiana School for the Blind, Indianapolis, Indiana	107	2,337.88
Instituto De Ninos Ciegos, Department De Sanidad, Santurce, Puerto Rico	70	1,529.45
Iowa School for the Blind, Vinton, Iowa	154	3,364.80
Jackson Public Schools, Class for the Blind, Jackson, Michigan	8	174.80
Jersey City Public Schools, Classes for the Blind, Jersey City, New Jersey	7	152.95
Kansas School for the Blind, Kansas City, Kansas	75	1,638.70
Kentucky School for the Blind, Louisville, Kentucky	142	3,102.61
Lavelle School for the Blind, New York, New York	44	961.37
Louisiana State School for the Blind, Baton Rouge, Lousiana	68	1,485.75
Louisiana School for Deaf and Blind, Colored Children, Scotlandville, Louisiana	40	873.97
Maryland School for the Blind, Overlea, Maryland	111	2,425.28
Michigan School for the Blind, Lansing, Michigan	156	3,408.50
Milwaukee Public Schools, Department for Sight-Saving and Braille, Milwaukee, Wisconsin	11	240.34
Minneapolis Public Schools, Sight Saving and Braille Department, Minneapolis, Minnesota	46	1,005.07
Minnesota Braille and Sight-Saving School, Faribault, Minnesota	112	2,447.13
Mississippi School for the Blind, Jackson, Mississippi	68	1,485.75
Missouri School for the Blind, St. Louis, Missouri	117	2,556.37
Montana School for the Deaf and Blind, Great Falls, Montana	23	502.54
Montclair Public Schools, Department for the Blind, Montclair, New Jersey	2	43.70
Nebraska School for the Blind, Nebraska City, Nebraska	41	895.82

Digitized by Google

	January 1947 No. of Pupils	Amount of Quota for the Year Ending June 30, 1948
Newark Public Schools, Braille and Sight Conservation Classes, Newark, New Jersey	12	262.19
New Jersey Commission for the Blind, Newark, New Jersey	53	1,158.01
New Mexico School for the Blind, Alamorgordo, New Mexico	78	1,704.25
New Orleans Public Schools, Classes for the Blind, New Orleans, Louisiana	4	87.40
New York City Public Schools, Classes for the Blind, Brooklyn, New York	93	2,031.99
New York Institute for the Education of the Blind, New York, New York	192	4,195.07
New York State School for the Blind, Batavia, New York	137	2,993.36
North Carolina School for the Blind and Deaf, Raleigh, North Carolina	263	5,746.37
North Carolina State Commission for the Blind, Pre-Conditioning Center, Raleigh, North Carolina	10	218.49
North Dakota School for the Blind, Bathgate, North Dakota	30	655.48
Ohio State School for the Blind, Columbus, Ohio	215	4,697.61
Oklahoma School for the Blind, Muskogee, Oklahoma	96	2,097.54
Consolidated Negro Institution, Taft, Oklahoma	9	196.64
Oregon Blind Trade School, Portland, Oregon	49	1,070.62
Oregon State School for the Blind, Salem, Oregon	57	1,245.41
Overbrook School for the Blind, Overbrook, Philadelphia, Pennsylvania	239	5,221.99
Paterson Public Schools, Department for the Blind, Paterson, New Jersey	10	218.49
Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts	261	5,702.67
Piney Woods School, Piney Woods, Mississippi	30	655.48
Royer-Greaves School for the Blind, Paoli, Pennsylvania	35	764.73
St. Cloud Public Schools, Classes for the Blind, St. Cloud, Minnesota	10	218.49
South Carolina School for the Deaf and Blind, Spartanburg, South Carolina	70	1,529.45
South Dakota School for the Blind, Gary, South Dakota	24	524.38
Tennessee School for the Blind, Nashville, Tennessee	157	3,430.34

Digitized by Google

Territorial School for the Deaf and Blind, Honolulu, Hawaii	14	305.89
Texas School for the Blind, Austin, Texas	161	3,517.74
Texas Deaf and Dumb and Blind Institute for Colored Youths, Austin, Texas	101	2,206.78
Utah Schools for the Deaf and Blind, Ogden, Utah	35	764.73
Virginia School for the Deaf and Blind, Staunton, Virginia	115	2,512.67
Washington State School for the Blind, Vancouver, Washington	64	1,398.36
Western Pennsylvania School for the Blind, Pittsburgh, Pennsylvania	140	3,058.91
West Virginia School for the Deaf and Blind, Romney, West Virginia	70	1,529.45
West Virginia Schools for Colored Deaf and Blind, Institute, West Virginia	18	393.29
Wisconsin School for Visually Handicapped, Janesville, Wisconsin	151	3,299.25
Youngstown Public Schools, Department for the Blind, Youngstown, Ohio	10	218.49
TOTAL	5,721	$125,000.00

Per Capita—$21.849327

Digitized by Google

Digitized by Google

Digitized by Google

EIGHTY-FIRST REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1949

UNIV. OF MICH.

Digitized by Google

Digitized by Google

EIGHTY-FIRST REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1949

Digitized by Google

HV
1667
.A51
2°

OFFICERS FOR 1948-1949

President

CHARLES W. ALLEN

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

B. S. JOICE, *Chairman*

WILLIAM E. ALLEN
JAMES G. CAUFFMAN
PAUL J. LANGAN
DR. C. J. SETTLES

EGBERT N. PEELER, *Coopted Member*

Trustees

CHARLES W. ALLEN
J. MCKEEN BARR
WILLIAM C. BARNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
GEORGE W. NORTON, JR.

[illegible] Superintendent or Principal of a Public Institution for the Education of the Blind in the United States.

Digitized by Google

Pen Club
Dinner
3-14-50

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:15 p.m., October 25, 1949, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. Charles W. Allen, President, Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Mr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. J. McFerran Barr, Louisville, Kentucky.

Mr. A. L. Brown, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Mr. J. E. Bryan, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. William C. Dabney, Louisville, Kentucky.

Mr. Stuart E. Duncan, Louisville, Kentucky

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. Mark F. Ethridge, Louisville, Kentucky

Dr. Gabriel Farrell, Director, Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts.

Mr. Leo J. Flood, Superintendent, Illinois School for the Blind, Jacksonville, Illinois.

Dr. Merle E. Frampton, Principal, New York Institute for the Education of the Blind, New York, New York.

Mr. Stanley R. Harris, Superintendent, West Virginia Schools for the Deaf and Blind, Romney, West Virginia.

Mr. Frank Johns, Jr., Superintendent, Connecticut School for the Blind, Hartford, Connecticut.

Mr. B. S. Joice, Superintendent, Western Pennsylvania School for the Blind, Pittsburgh, Pennsylvania.

Mr. Robert Lambert, Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Digitized by Google

Mr. R. E. Long, Superintendent, Wisconsin School for the Visually Handicapped, Janesville, Wisconsin.

Mr. John C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. George W. Norton, Jr., Louisville, Kentucky.

Mr. Donald W. Overbeay, Superintendent, Iowa School for the Blind, Vinton, Iowa.

Mr. Egbert N. Peeler, Superintendent, North Carolina State School for the Blind and the Deaf, Raleigh, North Carolina.

Mr. Spencer Phillips, Superintendent, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Blind, Alamogordo, New Mexico.

Mr. Robert H. Thompson, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. W. L. Walker, Superintendent, South Carolina School for the Deaf and Blind, Spartanburg, South Carolina.

Mr. J. W. Williams, Superintendent, Georgia Academy for the Blind, Macon, Georgia.

The Reports of the Executive Committee, Publications Committee, and Superintendent were read and, upon motion, duly accepted and ordered published as listed on pages 6, 8, and 11, respectively, of this report.

Upon motions duly seconded, the following actions were approved:

1. That the Research Committee of the AAIB, in cooperation with the Superintendent of the American Printing House for the Blind, should be asked to investigate the possibilities of establishing a Research Department in Education at the Printing House, and to report their findings at the AAIB Convention in Philadelphia in June, 1950.

2. That the Board of Trustees of the Printing House should take any steps necessary to obtain an increase in the Federal appropriation "To Promote the Education of the Blind" in a sufficient amount to efficiently meet the increasing needs of the schools and classes for the blind; authorization was also given for an investigation into the possibilities of obtaining a special appropriation for capital outlay for the Printing House.

Digitized by Google

3. That, on the recommendation of the superintendents assembled at the meeting, consideration should be given by the Board of Trustees to having changes made in the laws governing the Printing House, if necessary, in order to permit the registration of blind children of the generally accepted elementary or secondary school age who are now attending regular public schools which do not provide formal classes for the blind, such registration to be made through the residential schools for the blind of their respective states, to the end that these children can benefit from the Federal appropriation as do pupils now in attendance in regular schools for the blind.

4. That the "20-copy, 5-school" minimum rule for tentative orders for Braille publications be made applicable for the authorization of materials to be published in Talking Book form under the auspices of the Printing House Publications Committee.

The following officers were elected for a period of one year:

Mr. Charles W. Allen, President

Mr. Robert Lambert, Vice-President

First National Bank of Louisville, Kentucky, Treasurer

Mr. F. E. Davis, Secretary

Upon motion duly seconded, the Superintendent was re-elected for a period of two years.

There being no further business, the meeting adjourned.

Respectfully submitted,

F. E. DAVIS, Secretary

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 25, 1949

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

Your Executive Committee is happy to announce another successful year with a number of major accomplishments. With the move to the new building completed, it was possible to increase the value of services to the schools and other agencies more than $110,000 over the previous fiscal year, resulting in a total operation in excess of $571,000. The fund-raising activities of the Printing House have also been eminently successful. Last year, five major campaigns were conducted, with a total of approximately $189,000 received in donations —an increase of over $42,000 raised in 1948. In addition to such eminent individuals as Mrs. Emily Post of New York and Mrs. J. D. Winsor of Philadelphia, who have signed letters in our behalf in previous years, we were able to secure the aid of The Honorable Herbert Hoover. This year, The Honorable Cordell Hull and Bing Crosby have both offered to sponsor our appeals to be sent out after the first of the year.

It was also with very real satisfaction that the Committee was able to work out a retirement plan for the employees of the institution which was put into effect on July 1st. Permitting a maximum retirement pay of 35 per cent of participant's compensation, the plan as adopted provides for a combination of employee-management contributions, the employee paying one per cent of salary. It also gives credit for years of service prior to the adoption of the plan, as well as life insurance benefits for members up to retirement age of 65.

In the face of needed revenue to finance the new retirement plan, and in view of the fact that the Printing House had not increased its prices for the last fifteen or more years, in spite of wartime costs and inflationary prices for materials and labor, it was finally found necessary to advance catalog prices approximately 10 per cent overall. To date, the price increases have apparently not affected our volume of business in any way, and large orders are in hand which will tax the facilities of our plant for the next several months. Mr. Davis

Digitized by Google

will tell you something of what the minimum seventy-five cent wage means to us. It is a serious problem, as it will add many thousands of dollars to our payroll.

The completion of the new factory building points out the great need for repairing and modernizing the old administration building and for the provision of adequate storage space for raw materials as well as finished goods. This problem has not as yet been thoroughly explored. The question arises of financing such a project. Obviously, an institution such as the Printing House cannot supply the needed money out of income.

I should like to take this opportunity to thank the Ex-officio Trustees for their increased interest in the affairs of the Printing House as evidenced by the large attendance at this meeting. Firsthand knowledge of the activities of the institution on the part of the superintendents cannot but help to add immeasurably to the effectiveness of our service to the schools.

In closing, let me say how pleased your Executive Committee is with Mr. Davis' performance during the past year. He has worked untiringly, throwing himself into the work enthusiastically. He has made it a point to visit our connections in Washington and make himself known to them and, in addition, the leaders of The Reader's Digest organization, all of which, I am sure, is helpful to the continued progress of our organization. Also, his efforts have made us more widely and better known here in our own community. Just this last week, he staged Open House at the Printing House, which attracted many visitors who saw the plant in full operation. Employees have worked loyally and harmoniously under his leadership.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 25, 1949

To The Members Of The P
Of The American Printi
Trustees
For The Blind

Gentlemen:

Your Executive C
successful year wi
With the move to
to increase the
agencies more
resulting in a
raising activ
successful.
with a to
—an inc
such er
Mrs. J
our b
The
Cor
our

active one for your Publica-
ded at the last Annual Meet-
of the Committee were held, one
week. Prior to the spring meeting,
were sent to all the schools and
ally large list of titles to be con-
sions made at that time were as follows:

That the practice of parallelling new Braille and large
ed, even though it might be necessary to
which are not the first choice of the majority of
because of copyright or other limitations.

That the introduction of new books, in both Braille
should be made by school grades, rather than
so that new books for the first four school
made available by school opening this fall.

That in choosing books for publication in large print,
House should concentrate on books and materials
by the Committee rather than to try to do special
the public school classes not on quota, at least for the
because of the need for a large quantity of basic texts

That in cases where certain series have previously
in Braille, and it is not possible to obtain permis-
print them in large type, the remaining books of the
should not be put into Braille, even though they are of
merit.

That a basic curricula of texts, for publication in both
large type form for the first eight grades, be chosen
by the Committee, without going through the
of tentative orders, in order to expedite production
make it possible to have new texts available this fall
four grades. The selections made by the Commit-

Digitized by Google

from the lists of recommendations made by
re determined on the basis of apparent
ools and the fact that permission for
ype editions could be obtained. The
cided that the books should be embossed
only at present, with consideration to be
sibility of publishing parallel grade 1½ edi-
mand proved sufficient. (In this connection, in-
quests have been received for grade 1½ editions
les, in accordance with the "20-copy, 5-school" rule.)

That a recommendation be presented to the Board of Trustees at the present Annual Meeting making the "20-copy, 5-school" rule for tentative orders for Braille publications applicable for the authorization of materials to be published in Talking Book form under the auspices of the Publications Committee. Your Committee refers this recommendation to you for action at this time.

In addition to the above action, two questionnaires were sent to the schools and classes over the signature of the Committee. The first one was simply a statistical survey to determine how many of the schools had introduced the teaching of Braille grade 2 in the primary grades, or were contemplating doing so. The answers received indicated that, for the 29 residential schools and 18 public school classes which replied, grade 2 books for approximately 1200 elementary and intermediate pupils would be required immediately. In addition to the above, there are a number of schools and classes known to be using Braille grade 2 with their elementary pupils which did not reply to the questionnaire.

The second questionnaire took up the question of the desirability of embossing selections for the first music grade in simplified form, omitting dynamics and nuances, as had often been recommended by many of the music teachers at the AAIB Conventions. The replies received indicate that there is a very great need for some music in this form, and work will soon begin on the embossing of a number of such selections.

A second request for recommendations was made to the schools last month, and these titles, together with the many that were not considered last spring because of the pressing need for basic texts, were considered at the meeting this week.

Digitized by Google

REPORT OF THE PUBL[illegible] the schools and [illegible] orders, in accord-

To The Member[illegible]
Of The Assem[illegible]

Gentlemen:

The pu[illegible] that it has considered
sions Com[illegible]sent procedures for recom-
ing, two [illegible] publication. One or two
in April [illegible] it is hoped that future adop-
reques[illegible] publishing the best books for
classe[illegible] and maintain adequate catalogs
sidere[illegible]

Respectfully submitted,

B. S. Joyce, *Chairman*

typ[illegible]
pul[illegible]
th[illegible]

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 25, 1949

TO THE MEMBERS OF THE BOARD OF TRUSTEES
THE AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

The 1948-1949 fiscal year has again been one of expanding activities as well as increasing volume in our customary services to the schools and classes and other agencies serving the blind everywhere. While the transfer of the manufacturing departments to the new building did not go as rapidly as had been expected in all cases, the last move—of the electroplating department — was finally completed late in the spring, and all departments are now in operation up to their full capacities. The move to the new building included also the addition of a large amount of needed equipment which will add greatly to the efficiency of the departments and to increased facilities. It has meant, also, the employment of additional personnel. All of these increases have begun to show tangible results. In some departments, production increased as much as 30 per cent over the previous year, while the first quarter of the present fiscal year indicates a possible additional production increase of another 30 per cent over the year under report. This expansion in our services is, of course, a source of great satisfaction to our staff and personnel, and, of importance to the schools and classes, it has meant that in the majority of cases orders could be filled promptly and materials delivered when they were needed. It is to be expected that the present year will make for even better services to all our clients.

I believe specific reference should be made to the advances made in at least two departments. First, the progress achieved in the large type department has been excellent, indeed. Not only are the books greatly inproved in quality of printing and attractiveness of appearance, but the quantity produced is beginning to be appreciable. During the year, two new presses were installed, and our plate-making procedures greatly improved. Over a million-and-a-half pages were printed during 1948-1949, while during the first quarter of the present fiscal year nearly as many volumes have been completed and delivered as were produced during the whole previous year.

Digitized by Google

Note should also be made of the increasing cooperation of the publishers and copyright owners in permitting us to reproduce their materials in large type as well as Braille. Only recently, representatives of two of the large textbook publishers made personal visits to the Printing House to offer their cooperation and help.

The Braillewriter department has at last caught up with accumulated orders, and is now in a position to make deliveries promptly as orders are received. This means that consideration can now be given to the possibility of developing an improved Braillewriter which will incorporate the many constructive suggestions received from users of the present machine. It also means that attention can be turned to the development and manufacture of other needed devices for the schools and classes, as well as improved special equipment for the Printing House itself.

Each year, the problems involved in conducting research projects are touched upon. This year, we feel that real progress has been made with one or two items. The new model stereotyping machine, which has been under development for a number of years, is almost completed and ready for trial. If it proves feasible, as we hope it will, it may well make for a decided per capita increase in production in our embossing department without increased personnel. It will have greater speed and ease of operation, and is so designed as to be easily adapted to the height and working habits of the stereotypists, thereby reducing fatigue to the operators while increasing their normal output. The design of the machine, also, is such that it will permit the addition of a scanning device for automatic operation from original Braille manuscripts. The importance of this feature is realized when one considers the thousands of books which have been hand-transcribed in single copies, only to find subsequently that additional copies could be used to advantage, if some means could be found to reproduce multiple copies by some mechanical process.

Considerable work has been done with plastics experimentation, particularly with a view to molding our large dissected relief maps, instead of hand carving them as is done now. The results should be a cheaper map, with easily replaceable parts which become lost or damaged. Consideration is also being given to the possibilities of making world globes in relief —

Digitized by Google

an item not now available anywhere in this country, even commercially.

The Printing House now publishes approximately 40 Braille magazines on regular schedules, which means that the pressure on our present magazine printing equipment is becoming acute. A new press is being developed and built which should alleviate the strain considerably because of greater accuracy of registry and speed of delivery.

Perhaps one of the far-reaching achievements of the year was the defeat of the proposed Senate amendment to limit the use of the Federal appropriation so that large type books could not be furnished on quota accounts. May I take this opportunity to thank personally the members of the Executive Committee and each and every superintendent of the schools and classes for their active aid in getting this measure defeated. Without your help with your local representatives in Congress, the amendment would surely have been passed, and this important new service to the schools would have been effectively restricted for years to come. It is impossible for me to tell you what it means to me as Superintendent of the Printing House to be able to count on your unreserved cooperation at all times in promoting the welfare of the institution.

Mr. Allen has reported to you the successful adoption of a pension plan for our employees. I should like to take this opportunity to point up what the possibilities of retirement security mean to the staff members and employees in the way of satisfaction with their positions and long-time employment — which are the makings of productive achievements for the institution. A full 100 per cent of eligible employees took prompt advantage of the opportunity to sign up for retirement benefits, and the Executive Committee, I know, is the subject of their heartfelt gratitude and are to be highly complimented in implementing the adoption of the plan for their benefit.

For sometime, I have been impressed with the need for a definite program of public relations for the Printing House. Although the institution is more than ninety years old, actually very few people even here in the city of Louisville have been aware of the existence of the Printing House, or if they did know about it, they confused it with the Kentucky School for the Blind next door. Last Thursday, with the enthusiastic cooperation of the Executive Committee, staff members and

Digitized by Google

Note should also be made of the [illegible] pen House for the publishers and copyright [illegible] and nearby South-their materials in large [illegible] very happy to work a representatives of t[illegible] 9:30 p.m., instead of the personal visits to [illegible] the local newspapers and and help.

The Brail[illegible] to the event; many of our accumulated [illegible] their own time to appear before promptly a[illegible] to give personal invitations to tion can [illegible] while business firms throughout proved [illegible] the event to their employees. structiv[illegible] Printing House which almost swamped chine[illegible] Possibly 2500 people went through the plant in the seven- opene[illegible] hour period, all with evident enthusiasm and interest in our and [illegible] work. Besides the excellent publicity the Open House has Pri[illegible] given to our work, at least locally, the effect on the morale of the employees and staff was remarkable, and I should like to extend the highest compliments to each and every one of them for their cooperation and enthusiasm which made the occasion such a success. It is hoped that the Open House can become an annual custom.

In closing, may I again extend my grateful appreciation to the Executive Committee, the ex-Officio Trustees, and to our staff and employees for their unfailing and constructive help at all times. Without their aid, our work could not be accomplished.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1948-1949

le Publications:	1946-1947	1947-1948	1948-1949
Number of Plates Stereotyped	76,381	80,131	88,192
Number of Titles Embossed:			
Literary	123	146	141
Music	21	6	15
Number of Pages Printed	34,443,452	31,805,142	34,351,360
Number of Volumes Bound:			
Sewed Binding	22,396	17,567	17,500
Limited Binding	39,474	22,231	25,537
Number of Pamphlets Published:			
Pressboard Covers	2,815	671	100
Jute Covers	9,550	5,855	14,232
Paper Covers	8,592	8,355	22,091
Number of Magazines Published	395,467	499,801	525,987
Number of Music Selections Published	5,466	3,664	3,890
Number of Alphabet Cards Printed	15,042	167,300	115,809
Large Print Books:			
Number of Plates	203	1,307	3,023
Number of Titles Published	3	8	17
Number of Pages Printed	116,396	278,804	1,673,281
Number of Books Bound	790	1,847	5,093
Number of Pamphlets	.....	.....	800
Talking Books:			
Number of Masters Recorded	2,802	3,170	3,519
Number of Books Recorded	88	78	81
Number of Magazines Recorded	24	24	24
Number of Records Pressed	217,495	225,820	225,447
Number of Albums Made (Limited)	876	866	485
Number of Talking Book Cartons Made:			
Black Fibre	8,637	8,708	13,582
Cardboard	1,150	1,101	360
Tangible Apparatus Manufactured:			
Maps (Dissected)	14	15	22
New Hall Braillewriters	133	146	393
Slates	5,799	7,666	2,431
Styluses	10,689	22,908	.....

Digitized by Google

all of our employees, we co
citizens of Louisville
ern Indiana. Th
full eight-hou
usual 8:00
radio stat
Talking
civic c
their
the
La
in

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1948 to June 30, 1949

No. of Voucher	To Whom Paid	For What Purpose	Amount
451	Payroll, July 1-17, 1948	Services	$ 3,378.42
452	American Zinc Products Co.	Plate Blanks	370.04
453	Revere Copper & Brass, Inc.	Talking Book Material	987.03
454	Payroll, July 1-31, 1948	Services	1,330.83
455	Payroll, July 19-31, 1948	Services	2,818.30
456	Pioneer Press	Press	1,100.00
457	Miller Paper Co.	Paper	3,114.59
457-A	Payroll, August 2-14, 1948	Services	3,082.76
458	Payroll, August 1-31, 1948	Services	1,278.33
459	Payroll, August 16-28, 1948	Services	3,593.56
460	Payroll, August-Sept. 11, 1948	Services	3,652.31
461	William J. McLaughlin & Co.	Bindery Supplies	169.70
462	Milford Screw Machine Products	Braillewriter Parts	90.71
463	Miller Paper Co.	Paper	2,916.71
464	Milford Screw Machine Products	Braillewriter Parts	124.34
465	American Zinc Products Co.	Plate Blanks	274.62
466	Payroll, Sept. 13-25, 1948	Services	3,587.02
467	Cudahy Packing Co.	Bindery Supplies	215.65
468	Payroll, Sept. 1-30, 1948	Services	1,330.83
469	Dickson Co.	Braille and Talking Book Catalogs	193.95
450	Breckel Press	Talking Book Catalog	267.00
451	William J. McLaughlin & Co.	Bindery Supplies	34.78
452	Payroll, Sept. 27-Oct. 9, 1948	Services	3,511.04
453	Miller Paper Co.	Paper	2,908.03
454	Cudahy Packing Co.	Bindery Supplies	229.13
455	Payroll, Oct. 11-23, 1948	Services	3,596.71
456	Payroll, October 1-31, 1948	Services	1,278.33
457	J. Gerritson & Co.	Bindery Equipment	475.00
457-A	Payroll, Oct. 25-Nov. 6, 1948	Services	3,570.20
458	Miller Paper Co.	Paper	3,076.98
459	Payroll, Oct. 8-20, 1948	Services	3,535.03
460	Payroll, Nov. 1-30, 1948	Services	1,330.83
461	Payroll, Nov. 22-Dec. 4, 1948	Services	3,504.48
462	Payroll, Dec. 6-18, 1948	Services	2,007.11
463	Armour & Co.	Bindery Supplies	22.77
464	American Zinc Products Co.	Plate Blanks	713.86
465	Carter Dry Goods Co.	Bindery Supplies	16.37
466	Payroll, Jan. 1-15, 1949	Services	3,677.05
467	Arabol Manufacturing Co.	Bindery Supplies	17.82
468	Miller Paper Co.	Paper	4,458.58
469	Payroll, Jan. 1-31, 1949	Services	1,278.33
470			

Digitized by Google

No. of Voucher	To Whom Paid	For What Purpose	Amount
[illegible]	Payroll, Jan. 17-29, 1949	Services	3,642.48
[illegible]	Lafayette Steel Corp.	Plate Blanks	215.69
471-A	William J. McLaughlin & Co.	Bindery Supplies	87.17
473	Carter Dry Goods Co.	Bindery Supplies	53.76
474	Payroll, Jan. 31-Feb. 12, 1949	Services	3,643.60
475	Miller Paper Co.	Paper	3,344.91
476	American Zinc Products Co.	Plate Blanks	306.89
477	Payroll, Feb. 1-28, 1949	Services	1,404.17
478	Payroll, Feb. 14-26, 1949	Services	3,544.86
479	Aetna Oil Co.	Fuel	1,008.00
480	William J. McLaughlin & Co.	Bindery Supplies	163.30
481	Queen City Paper Co.	Bindery Supplies	923.55
482	Payroll, Feb. 28-March 12, 1949	Services	3,626.64
483	Payroll, March 14-26, 1949	Services	3,572.26
484	Payroll, March 1-31, 1949	Services	1,278.33
485	Addressograph-Multigraph Corp.	Press	4,374.09
486	Dickson Co.	Annual Report	181.28
487	Payroll, March 28-April 9, 1949	Services	3,648.78
488	Payroll, April 11-23, 1949	Services	2,031.69
489	Payroll, April 1-30, 1949	Services	1,404.17
490	Payroll, April 25-May 7, 1949	Services	2,049.21
491	Payroll, May 9-21, 1949	Services	2,017.49
492	Payroll, May 1-31, 1949	Services	1,278.33
493	Payroll, May 23-June 4, 1949	Services	2,043.18
494	Payroll, June 6-18, 1949	Services	2,109.67
495	Payroll, June 1-30, 1949	Services	1,404.17
496	Payroll, June 20-30, 1949	Services	10.97
497	Payroll, June 20-30, 1949	Services	2,512.23
		GRAND TOTAL	$125,000.00

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As of June 30, 1949

ASSETS			
Current:			
Cash		$ 1,032.19	
Accounts Receivable		75,373.45	
Inventory —			
Finished Stock	$ 72,275.94		
Goods in Process	96,462.06		
Materials	55,361.19	224,099.19	
TOTAL CURRENT			$300.504.83
Other:			
Supplies and Prepaid Expenses			11,361.23
Properties:			
Land		$ 11,907.03	
Buildings		276,577.09	
Machinery		73,672.50	
Office Equipment		6,990.39	
TOTAL PROPERTIES			$369,147.01
TOTAL OPERATING ASSETS			$681,013.07
Endowment Fund Investment	$ 2,000.00		
Endowment Fund Account Receivable	183.00	$ 2,183.00	
Building Fund Cash	$ 990.18		
Building Fund Investment	3,000.00		
Building Fund Account Receivable	3,470.62	7,460.80	
Readers Digest Fund Cash	$ 12,954.79		
Readers Digest Fund Investments	206.358.97	219,313.76	228,957.56
TOTAL ASSETS			$909,970.63
LIABILITIES			
Current:			
Accounts Payable		$ 40,065.81	
Due on Quota Accounts		25,215.02	
TOTAL CURRENT			$ 65,280.83
Other:			
Deferred and Unallocated Income			3,445.84
NET WORTH — GENERAL FUND:			
Capital Investment		$494,926.95	
Reserve for Contingencies		117.359.45	
TOTAL NET WORTH — GENERAL FUND			$612,286.40
Special Funds:			
Endowment Fund		$ 2,183.00	
Building Fund		7,460.80	
Readers Digest Fund		219,313.76	228,957.56
TOTAL LIABILITIES AND NET WORTH			$909,970.63

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1948 to June 30, 1949

RECEIPTS:

The Act "to Promote the Education of the Blind"	$125,000.00	
Materials Supplied Other Agencies	358,231.54	
Readers Digest Fund Donations	188,863.35	
Building Fund Donations	19.00	
Investment Income	1,316.71	
Sale of Scrap	542.35	
Sale of Materials	2,293.30	
Sale of Used Equipment	2,200.00	
Expense Refunds	1,841.01	
TOTAL RECEIPTS		$680,307.26
Balance—July 1, 1948		91,905.91
TOTAL CASH TO ACCOUNT FOR		$772,213.17

DISBURSEMENTS:

Salaries and Wages	$314,692.90	
Materials	195,711.62	
Manufacturing Expense	26,998.11	
Shipping Expense	12,717.13	
Research and Experimentation	425.04	
General Overhead Expense	27,649.30	
Administrative Expense	14,605.73	
Digest and Magazine Mailing and Circulation	1,566.87	
TOTAL OPERATING DISBURSEMENTS	$594,366.70	
Equipment Purchased	36,767.35	
New Building	37,401.21	
Investments—Readers Digest Fund	90,000.00	
TOTAL	$758,535.26	
Less: Cash Discount	1,299.25	
TOTAL DISBURSEMENTS		$757,236.01
CASH BALANCE—JUNE 30, 1949		$ 14,977.16

Represented By:

Balance in General Checking Account	$ 782.19	
Cash in Office	250.00	
Balance in Readers Digest Fund Account	12,954.79	
Balance in Building Fund Account	990.18	$ 14,977.16

We hereby certify that the foregoing "Financial Statement" as of June 30, 1949, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1948, to June 30, 1949, prepared by us (pages 18 and 19), are correctly drawn, and in our opinion, present the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1949.

COTTON & ESKEW
Certified Public Accountants
By WM. COTTON, C. P. A.

Digitized by Google

AMERICAN PRINTING HOUSE F... ...TIONS

INCORPORATED

FINANCIAL ...

A... ...EDUCATION OF THE BLIND IN THE UNITED STATES

ASSETS

Current:

Cash .....

Accounts Recei...

Inventory —

Finished S...

Goods in ...

Materia...

Other:

Sup...

Pro...

1 ...

The number of pupils, and the amount of quota of each for the year ending June 30, 1949, according to the law of Congress approved March 3, 1879; June 25, 1910; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	January 1948 No. of Pupils	Amount of Quota for the Year Ending June 30, 1949
Alabama Institute for the Deaf and Blind, Talladega, Alabama	248	$ 5,268.52
Arkansas School for the Deaf and Blind, Fayetteville, Arkansas	41	871.01
Arkansas School for the Blind, Little Rock, Arkansas	115	2,443.07
Atlanta Public Schools, Department for the Blind, Atlanta, Georgia	5	106.22
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Michigan	10	212.44
California School for the Blind, Berkeley, California	135	2,867.95
Chicago Public Schools, Department for the Blind, Chicago, Illinois	67	1,423.35
Cincinnati Public Schools, Classes for the Blind, Cincinnati, Ohio	11	233.68
Cleveland Public Schools, Department for the Blind, Cleveland, Ohio	31	658.57
Colorado School for the Deaf and Blind, Colorado Springs, Colorado	57	1,210.91
Connecticut School for the Blind, Hartford, Connecticut	43	913.49
Dearborn Public Schools, Department for the Blind, Dearborn, Michigan	7	148.71
Detroit Public Schools, Braille and Sight-Saving Classes, Detroit, Michigan	42	892.25
District of Columbia Public Schools, Department of Special Classes for Exceptional Children, Washington, D. C.	12	254.93
Duluth Public Schools, Classes for the Blind, Duluth, Minnesota	8	169.95

Digitized by Google

	No. of Pupils	Amount of Quota for the Year Ending June 30, 1949
·blic Schools, - Blind, w Jersey	5	106.22
the Deaf and Blind, , Florida	120	2,549.29
.ademy for the Blind, a, Georgia	162	3,441.54
.id Rapids Public Schools, Braille and Sight-Saving Department, Grand Rapids, Michigan	7	148.71
Hackensack Public Schools, Class for the Blind, Hackensack, New Jersey	1	21.24
Idaho State School for the Deaf and Blind, Gooding, Idaho	19	403.64
Illinois School for the Blind, Jacksonville, Illinois	221	4,694.94
Indiana School for the Blind, Indianapolis, Indiana	108	2,294.36
Instituto De Ninos Ciegos, Departmento De Sanidad, Santurce, Puerto Rico	70	1,487.08
Iowa School for the Blind, Vinton, Iowa	145	3,080.39
Jackson Public Schools, Class for the Blind, Jackson, Michigan	6	127.46
Jersey City Public Schools, Classes for the Blind, Jersey City, New Jersey	6	127.46
Kansas School for the Blind, Kansas City, Kansas	71	1,508.33
Kentucky School for the Blind, Louisville, Kentucky	132	2,804.21
Lavelle School for the Blind, New York, New York	39	828.52
Louisiana State School for the Blind, Baton Rouge, Louisiana	71	1,508.33
Louisiana State School for Blind Negroes, Scotlandville, Louisiana	37	786.03
Maryland School for the Blind, Overlea, Maryland	109	2,315.60
Michigan Employment Institution for the Blind, Saginaw, Michigan	10	212.44
Michigan School for the Blind, Lansing, Michigan	170	3,611.49
Milwaukee Public Schools, Department for the Blind, Milwaukee, Wisconsin	9	191

Digitized by Google

Digitized by Google

HV
1667
.A51
A2

EIGHTY-SECOND REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1950

Digitized by Google

Digitized by Google

EIGHTY-SECOND REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

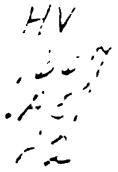
and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1950

Digitized by Google

OFFICERS FOR 1949-1950



President

CHARLES W. ALLEN

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

B. S. JOICE, *Chairman*

WILLIAM E. ALLEN
JOSEF G. CAUFFMAN
PAUL J. LANGAN
DR. C. J. SETTLES

EGBERT N. PEELER, *Coopted Member*

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
WILLIAM C. DABNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States.

Digitized by Google

S-H
Bund
3-5-51

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:15 p.m., November 14, 1950, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. Charles W. Allen, President, Louisville, Kentucky.

Mr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. Stuart E. Duncan, Louisville, Kentucky.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. W. J. Finch, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. Leo J. Flood, Superintendent, Illinois School for the Blind, Jacksonville, Illinois.

Mrs. Marion H. Grew, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. Stanley R. Harris, Superintendent, West Virginia State Schools for the Deaf and the Blind, Romney, West Virginia.

Mr. A. G. Kloss, Superintendent, Western Pennsylvania School for the Blind, Pittsburgh, Pennsylvania.

Mr. Robert Lambert, Superintendent, Indiana School for the Blind, Indianapolis, Indiana, Vice-President.

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. John C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. Donald W. Overbeay, Superintendent, Iowa School for the Blind, Vinton, Iowa.

Mr. Egbert N. Peeler, Superintendent, North Carolina State School for the Blind and the Deaf, Raleigh, North Carolina.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Blind, Alamogordo, New Mexico.

Dr. Clarence J. Settles, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Digitized by Google

Mr. Paul B. Stephens, Superintendent, Tennessee School for the Blind, Nashville, Tennessee.

Mr. Robert H. Thompson, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The Reports of the Executive Committee, Publications Committee, and Superintendent were read and, upon motion, duly accepted and ordered published as listed on pages 6, 8, and 10, respectively, of this printed report.

Upon motion, duly seconded, the following resolution was approved:

WHEREAS, Mr. B. S. Joice has served as a member of the Publications Committee of the American Printing House for the Blind since 1930, and as its Chairman since 1945; and,

WHEREAS, His guidance and interest in the work of this Committee has been outstanding;

BE IT RESOLVED, That the Board of Trustees of the American Printing House for the Blind record their deep appreciation for his many years of valuable service to the Board; and

BE IT RESOLVED, That the Secretary of this Board be, and he is, directed to send a copy of this resolution to Mr. Joice, together with a letter expressing the best wishes of the members of the Board in his retirement.

The following officers were re-elected for a period of one year:

Mr. Charles W. Allen, President
Mr. Robert Lambert, Vice-President
First National Bank of Louisville, Kentucky, Treasurer
Mr. F. E. Davis, Secretary.

The Publications Committee, consisting of a Chairman and four members, was elected for a period of two years, as follows:

Mr. Josef G. Cauffman, Chairman
Mr. W. E. Allen
Mr. Paul J. Langan
Mr. Egbert N. Peeler
Dr. Clarence J. Settles

Digitized by Google

There being no further business, the meeting adjourned.

Respectfully submitted,

F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

November 14, 1950

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The 1949-1950 fiscal year has proven to be the most outstanding in the history of the Printing House, not only in the value of materials supplied to the schools and agencies for the blind, but also in the actual production of books and apparatus. The increase of total business during the year from approximately $571,000 to over $861,000 can partly be accounted for by the increase in catalog prices made necessary by the passage of the Minimum Wage Law in January of this year, but the more satisfying aspect of the increase lies in the figures for production. With approximately the same number of employees as the previous year, the Braille stereograph department increased the number of plates embossed from 88,192 to 118,675 or a total of 35 per cent, while the Braille printing and binding departments increased their volume of work more than 41 per cent. The greatest production increases came in the large type department where, by doubling the number of employees in the plate-making department, an increase of over 66 per cent was made possible, and in the record pressing department where, by adding an additional shift of workers, a 69 per cent increase was achieved. These production increases no doubt reflect the advantages of adequate facilities and equipment provided in the new factory annex, also efficient administration.

There was an increase of only $40,000 in the amount of donations received for The Reader's Digest Fund for the Blind, although the total was approximately $230,000 for the year. Increased material and labor costs, plus the general decline in fund-raising returns for all charitable purposes, have all contributed to the increasing difficulties of fund-raising.

The passage of the Minimum Wage Law by Congress last January presented a problem to the economy of the Printing House, resulting as it did in an increase of 19½ cents per hour in the average wages of our production employees. This represents a jump from 70½ cents per hour in 1949 to 90 cents per hour average in 1950. The situation was further aggravated by the general inflation of our national economy which produced

Digitized by Google

large increases in the costs of all raw materials. It was for this reason that it was necessary to increase catalog prices for the second time. It is hoped that gains in unit production will help to keep our costs within present price quotations.

The inclusion by Congress of employees of philanthropic institutions, such as the Printing House, under the provisions of the Social Security Act, has paved the way for increasing retirement benefits for our workers. A poll of all employees will be taken prior to the first of the year, and if the required percentage vote to accept Social Security, the withholding tax will be put into effect. As you know, several years ago we put into effect a pension system of our own, but anticipating that in the near future Congress might pass legislation extending Social Security to employees of non-profit organizations, we leaned to the conservative side in fixing the benefits. In other words, we thought that our pension plan might be supplemented by Social Security and the two together would result in a generous pension. If the employees of the Printing House vote to accept Social Security, your Executive Committee may find it wise to review the whole pension matter, as Social Security, added to our present pension cost, might bring our total cost up to as much as $23,000 a year. This would again increase our production costs.

Mr. Davis has succeeded in producing and holding a most cooperative and loyal force behind him and has done much to make the American Printing House known better in our own community. His two Open House receptions in the past two years have been a big help. As a side light on the place Mr. Davis has made for himself in so short a time in this community, I should like to mention that recently he was elected President of the Lions Club. This is, as you know, quite an honor and speaks much for Mr. Davis' standing among business and professional men.

May I take this opportunity to extend to the Ex-officio members of the Board the sincere gratitude of the Executive Committee for the interest of the many of you who must travel so far to attend these Annual Meetings. Your presence means much to Mr. Davis and to the staff of the Printing House, as well as to your Executive Committee.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

November 14, 1950

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

Because of the heavy schedule of production laid out by your Committee last year for both the Braille and large type departments of the Printing House, it has not seemed to be necessary to hold more than one meeting during the current year. This was held on Sunday of this week, and at that time plans were outlined for the production of parallel editions of new books in Braille and large type based on the recommendations received recently. Most of the production during the coming year will be new texts in the high school subjects, particularly algebra and geometry, general science or biology, home economics, etc., and some electives.

The Braille department has completed all of the basic texts for the first eight grades and is just finishing up the several history and civic texts adopted last spring for both the grades and high school. At least the beginning volumes of nearly all of the history and civics texts have been delivered to the schools, and the balance will be shipped in the near future. The high school English texts and workbooks are now being embossed. Approximately 45 titles of juvenile fiction and supplementary reading for the primary and intermediate grades have been Brailled and advertised to the schools and classes, and are now being printed. Many others are in process.

The large type department, too, has completed all of the basic texts for the first eight grades with the exception of the geography and history texts, which have posed considerable problems because of original format. In most cases, the copy is having to be completely rearranged for our purpose, and this has taken a great deal of time because of having to work out a method of procedure and train employees to do an accurate job. It is for this reason, that these titles have been delayed up to the present time. It is hoped that at least the first volumes of several of them will be available shortly after the first of the year.

A new Catalog of Braille Publications and Appliances has

Digitized by Google

just been released. In this connection, it should be noted that old Braille grade 1½ editions of all books in the previous catalog were included in the new one, for the benefit of the comparatively few schools not as yet teaching Braille grade 2 to their primary and intermediate pupils. Because of the need for new grade 2 texts, it is not possible to put more new books in grade 1½ at the present time.

A number of selections of first grade music for the piano were embossed during the year in simplified form, omitting dynamics, etc. These have proven very popular with the schools, and it is suggested that several more such selections, including possibly some first grade manuals, be embossed in this form.

The Publications Committee regrets to report the loss of its Chairman of many years standing, Mr. B. S. Joice, because of his resignation as Superintendent of the Western Pennsylvania School for the Blind and his automatic retirement from our Board of Trustees. Having been a member of the Committee since 1930, and its Chairman since 1945, his help and guidance will be greatly missed. A new Chairman should be elected at this meeting.

Respectfully submitted,

F. E. DAVIS, *Secretary*

For the Publications Committee.

Digitized by Google

REPORT OF THE SUPERINTENDENT

November 14, 1950

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

It is with sincere satisfaction that I present this report for the 1949-1950 fiscal year, for two reasons: First, because of the considerable accomplishments achieved in production, as already reported to you by Mr. Allen; and Second, because this production has been effected in spite of what seemed almost insurmountable difficulties. The year began with a very large backlog of unfilled contracts, both Braille and Talking Book, which had been taken on the basis of very low production costs. This meant that, not only were deliveries overdue, but that they would have to be made at figures for material and labor which were much higher than when the contracts were made. It is therefore with very real satisfaction that I am able to report that unit production throughout the plant has increased to such an extent that, not only has the lag in deliveries almost been eliminated, but the expected loss in income due to result from increased costs was overcome, and a start has been made on current contracts at prices based on present expenses.

The causes for the backlog were manifold, such as the move to the new annex (with its consequent disruption of production and the necessity of working out and instituting new and more efficient routines), the lack of experienced employees which had required a long-time period of apprenticeship and training (particularly in the Braille embossing department), and the exceedingly heavy demand placed upon us by the schools for new texts and materials in Braille grade 2 and large type which taxed our facilities to the utmost. In this connection, I think it should be mentioned that production of school materials is ordinarily a seasonal operation because of the need to have required texts available at the opening of the school year. This condition necessitates plant facilities and personnel greatly in excess of what would be needed if the books could be delivered in equal quantities throughout the year. To make for a balanced production schedule, so as to keep overhead and unit costs to a minimum, it is necessary that substantial amounts of work be

Digitized by Google

contracted for with other agencies. This, of course, means that the Printing House must also recognize its responsibilities to such agencies for prompt and efficient deliveries of their materials, even though at times this may interfere with the best possible service to the schools and classes.

In addition to increasing unit production throughout all departments, which we feel is the result of having become "at home" in the new plant, the adjustment of catalog prices has aided our financial situation. The increase in our average hourly wage, due to the passage of the Minimum Wage Law, resulted in a sharp upward rise in our costs, and an increase in catalog prices had to be instituted in January of this year. To the schools and classes, this has had serious results. Not only have the requirements for new materials more than tripled during the past eighteen months, but their increased prices have seriously affected the ability of the schools to obtain them. Already, at the end of the first four and one-half months of the current fiscal year, more than 40 per cent have overdrawn their quota accounts (15 schools actually in excess of the 50 per cent overdraft of an anticipated next year's allotment which is permitted as a courtesy by the Printing House), while orders for new materials in process could easily wipe out the quota allocations still unusued as of this date. This brings up the problem of an increased appropriation under the Act "To Promote the Education of the Blind."

At the last Annual Meeting, the Executive Committee and the Superintendent were authorized to take any steps necessary to obtain an increase in the Federal appropriation. Accordingly, a bill was introduced into the House, by Congressman Thruston B. Morton of Kentucky, to increase the possible yearly appropriation under the authorization act to $250,000, plus the $10,000 permanent appropriation. Unfortunately, the introduction of the bill came just at the time of the Korean situation, when all expansions of non-military Government appropriations were abruptly sidetracked by the Administration. In spite of determined and repeated efforts, therefore, it was impossible to push the required legislation through Congress before its adjournment. With the convening of a new Congress, however, every possible effort will be made to explain the needs of our blind school children to the Congress and to press for an early increase in the authorization and the passage of a deficit appropriation for the current fiscal year. The help of the superintendents in

Digitized by Google

the past has been magnificent, but it will be necessary that each and every one do everything in his power to work for the passage of the increase during the coming months.

Before closing, I should like to give a brief report on progress in specific departments. Perhaps the most outstanding was the Braille embossing department which had suffered greatly during the past several years because of lack of trained operators. During the year, our intensive trainee program began to show results, and by the end of the year, with the same number of employees as last year, we had produced a total of over 118,000 plate pages, the greatest record in the history of the Printing House and an increase of 35 per cent over the previous year! Since the cost of the plate-making constitutes at least 75 per cent of the cost of Braille books, this one achievement alone did much to offset their increased total costs, and has accounted for our success in being able to reproduce so many new texts and materials in Braille grade 2.

In addition to increased production, the Braille department also supervised the fourth trainee the Printing House has had from a foreign country, Mr. Kalidas Bhattachargee, who has now returned to India to set up a Braille publishing plant for the Government Department of Education at New Delhi. Mr. Bhattachargee was with us nearly nine months, and during that time became expert in all phases of Braille embossing and printing, and should be able to set up a model plant in India with the equipment which his Government is purchasing from us.

In the large type department, the addition of several new employees in the plate-making department made possible a 66 per cent increase, while our general production in this department is constantly expanding in both quality and quantity as we gain in experience and knowledge.

The Talking Book department also made substantial gains in production during the year, having recorded 3,888 masters (a gain of 10½ per cent over 1949) and pressed 379,765 records (an increase of nearly 69 per cent over the previous year!) A new talking book reproducer has been designed and made available on quota account.

Our research program is growing. The new stereograph machine which has been in process so long has been completed and is now in regular production for testing purposes. Research in tangible apparatus, for which there is such a very great need,

Digitized by Google

particularly along the lines of educational appliances, has made real strides. The moulds for a large United States dissected relief map have been completed, and production will soon start on the manufacture of such maps from colored plastic. Work is in process on a model of a globe also to be moulded from plastic. Wire and plastic forms for geometry classes, etc., have been worked out and will be available sometime next spring. The model is completed on the cubarithm slate, which it is hoped will take the place, not only of the older arithmetic type slates, but also to double as a peg board for kindergarten use. It is to be moulded from soft rubber, using hard Braille cubes, to eliminate the usual noisy clatter of such devices. Special educational games, such as the IMOUT game, are also being developed.

And now, as always, may I extend my sincere thanks to the Executive Committee, the Board of Trustees, and to our staff and employees for their constant aid and support. Without this combined interest, none of our accomplishments could be achieved.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

...BLISEMENTS

... GOVERNMENT ACCOUNT

... 1949, to June 34, 1954

	For What Purpose	
...49	Services	...44.1
...49	Services	...7.3
... 49	Services	...3146
...	Bindery Supplies	9.0
...	Plate Blanks	...5.0
...49	Services	...30.6
...	Plate Blanks	36.8
...49	Services	...5.3
	Paper	...3...7
...49	Services	...40...
... 1949	Services	...96...
...49	Services	...75...
	Paper	...93...6
...49	Services	...77.3
... 1949	Services	2.64...
...49	Services	2.63...
...49	Services	...40...
...	Brailewriter Parts	...30.0
... 1949	Services	...77...5
...	Stripping Cartons	73.1
...	Binders Supplies	...13...7
...	Binders Supplies	96...1
...	Binders Supplies	31.7
...	Plate Blanks	80.78
...49	Services	2.75...5
...49	Services	2.78.55
... 1949	Services	2.74...5
	Services	2.61...5
	Music Catalog	2.00...7
	Plate Blanks	38...9
	Services	1.78.57
	Services	2.56.54
	Bindery Supplies	70...9
	Services	2.734.91
	Bindery Supplies	...13
	Services	2.862.56
	Paper	4.064.56
	Services	1.404.17
	Services	3.027.93
	Plate Blanks	422.24
	Bindery Supplies	13.52

in
(a
ord
A
avail

Ou
chine
is now
tangible

Digitized by Google

No. of Voucher	To Whom Paid	For What Purpose	Amount
538	J. L. Shoemaker & Co.	Bindery Supplies	9.24
539	Payroll, Feb. 13-25, 1950	Services	1,084.57
540	Payroll, Feb. 1-28, 1950	Services	1,583.33
541	Payroll, Feb. 27-Mar. 11, 1950	Services	2,775.65
542	General Binding Corp.	Bindery Supplies	445.28
543	William J. McLaughlin & Co.	Bindery Supplies	273.50
544	Payroll, Mar. 13-25, 1950	Services	2,708.55
545	Miller Paper Co.	Paper	618.79
546	Miller Paper Co.	Paper	881.15
547	Payroll, Mar. 1-31, 1950	Services	1,424.17
548	Payroll, Mar. 27-Apr. 8, 1950	Services	2,536.29
549	Payroll, Apr. 10-22, 1950	Services	2,707.94
550	Payroll Apr. 1-29, 1950	Services	1,283.33
551	Payroll, Apr. 24-May 6, 1950	Services	2,607.83
552	Payroll, May 8-20, 1950	Services	2,716.33
553	Payroll, May 1-31, 1950	Services	1,446.83
554	Payroll, May 22-June 3, 1950	Services	2,614.36
555	American Zinc Products Co.	Plate Blanks	559.86
556	Miller Paper Co.	Paper	6,421.72
557	Payroll, June 5-17, 1950	Services	3,879.38
558	American Zinc Products Co.	Plate Blanks	1,087.89
559	Cudahy Packing Co.	Bindery Supplies	186.68
560	William J. McLaughlin & Co.	Bindery Supplies	137.21
561	Southern Litho-Plate & Supply Co.	Large Type Plates	82.25
562	Auburn Button Works, Inc.	Bookkeeping Cases	85.00
563	Miller Paper Co.	Paper	2,464.17
564	Payroll, June 1-30, 1950	Services	1,283.33
565	Payroll, June 19-30, 1950	Services	3,645.26
566	Payroll, June 19-30, 1950	Services	7.99
		GRAND TOTAL	$125,000.00

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As of June 30, 1950

ASSETS			
Current:			
Cash		$ 32,218.45	
Accounts Receivable		102,340.00	
Inventory —			
Finished Stock	$107,871.82		
Goods in Process	81,397.66		
Materials	39,083.71	228,353.19	
TOTAL CURRENT			$ 362,911.64
Other:			
Supplies and Prepaid Insurance			10,840.88
Properties:			
Land		$ 11,907.03	
Buildings		301,032.92	
Machinery		162,616.43	
Office Equipment		14,622.35	
TOTAL		$490,178.73	
Less: Reserve for Depreciation		129,048.40	
TOTAL PROPERTIES			361,130.33
TOTAL OPERATING ASSETS			$ 734,882.85
Endowment Fund Cash	$ 183.00		
Endowment Fund Investments	2,000.00	$ 2,183.00	
Building Fund Cash		8,886.33	
Reader's Digest Fund Cash	$ 32,378.06		
Reader's Digest Fund Investments	256,266.18	288,644.24	
Research Fund Cash		2,000.00	301,713.57
TOTAL ASSETS			$1,036,596.42
LIABILITIES			
Current:			
Accounts Payable			$ 12,037.83
Other:			
Deferred and Unallocated Income			3,772.67
NET WORTH - GENERAL FUND:			
Capital Investment		$504,935.78	
Reserve for Contingencies		214,136.57	
TOTAL NET WORTH — GENERAL FUND			719,072.35
Special Funds:			
Endowment Fund		$ 2,183.00	
Building Fund		8,886.33	
Reader's Digest Fund		288,644.24	
Research Fund		2,000.00	301,713.57
TOTAL LIABILITIES AND NET WORTH			$1,036,596.42

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1949, to June 30, 1950

RECEIPTS:		
The Act "To Promote the Education of the Blind"	[illegible]	
Materials Supplied Other Agencies	[illegible]	
Readers Digest Fund Donations	[illegible]	
Building Fund Donations	[illegible]	
Investment Income	[illegible]	
Sale of Scrap	[illegible]	
Sale of Materials	[illegible]	
Sale of Used Equipment	[illegible]	
Sale of Names of Prospects	[illegible]	
Sale of Bonds	[illegible]	
Expense Refunds	[illegible]	
TOTAL RECEIPTS		[illegible]
Balance July 1, 1949		[illegible]
TOTAL CASH TO ACCOUNT FOR		[illegible]
DISBURSEMENTS:		
Salaries and Wages	[illegible]	
Materials	[illegible]	
Manufacturing Expense	[illegible]	
Campaign Expense	[illegible]	
Shipping Expense	[illegible]	
Research and Experimentation	[illegible]	
General Overhead Expense	[illegible]	
Administrative Expense	[illegible]	
Digest and Magazine Mailing and Circulation	[illegible]	
Employee Retirement Program	[illegible]	
TOTAL OPERATING DISBURSEMENTS	[illegible]	
Equipment Purchased	[illegible]	
New Building	[illegible]	
Investment — Readers Digest Fund	[illegible]	
TOTAL	[illegible]	
Less: Cash Discount	[illegible]	
TOTAL DISBURSEMENTS		926,162.43
CASH BALANCE — JUNE 30, 1950		$ 75,665.84
Represented By:		
Balance in General Checking Account	$ 38,945.93	
Cash in Office	250.00	
Balance in Readers Digest Fund Account	32,848.34	
Balance in Building Fund Account	3,621.57	$ 75,665.84

We hereby certify that the foregoing "Financial Statement" as of June 30, 1950, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1949, to June 30, 1950, prepared by us, are correctly drawn, and, in our opinion, present the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1950.

WILLIAM COTTON COMPANY
Certified Public Accountants
By T. H. DOWELL, C. P. A.

Digitized by Google

PRODUCTION FIGURES FOR THE FISCAL YEARS 1928-1950

[illegible]	[illegible]	[illegible]	[illegible]
Number of Pages Proofread	[illegible]	[illegible]	21,675
Number of Plates Prepared:			
[illegible]	146	145	201
[illegible]	1	11	26
Number of Pages Printed	[illegible]	[illegible]	37,251,240
Number of Impressions Printed:			
[illegible] Printing	[illegible]	[illegible]	29,547
[illegible] Printing	[illegible]	[illegible]	31,144
Number of Pamphlets Published:			
[illegible] Covers	[illegible]	198	40
[illegible] Covers	5,855	[illegible]	11,951
[illegible] Covers	8,855	[illegible]	16,485
Number of Magazines Published	[illegible]	[illegible]	537,168
Number of [illegible] Publications Published	2,664	[illegible]	5,905
Number of [illegible] Cards Printed	167,390	[illegible]	957,771
Large Print Books:			
Number of Plates	1,307	[illegible]	5,042
Number of Titles Published	8	[illegible]	34
Number of Pages Printed	278,804	[illegible]	1,618,410
Number of Books Bound	1,847	[illegible]	7,275
Number of Pamphlets	[illegible]	[illegible]	1,035
Talking Books:			
Number of Masters Recorded	3,170	3,519	3,952
Number of Books Recorded	78	81	100
Number of Magazines Recorded	24	24	24
Number of Records Pressed	225,820	225,447	379,765
Number of Albums Made (Limited)	866	485	435
Number of Talking Book Cartons Made:			
[illegible]	8,708	13,582	20,672
[illegible]	1,101	360	675
Braille Books Manufactured:			
[illegible]	15	22	16
[illegible]	7,666	2,431	4,007
[illegible]	22,909	[illegible]	[illegible]
[illegible]	146	393	462
[illegible]	[illegible]	[illegible]	100
[illegible]	[illegible]*	[illegible]*	325

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils and the amount of money each was entitled to for the year ending June 30, 1908, according to the act of Congress approved March 3, 1879, June 25, 1906; August 4, 1909; December 21, 1911, and August 22, 1912, entitled "An Act to Promote the Education of the Blind"

	[illegible]	[illegible] for the Year Ending June 30, 1908
Alabama Institute for the Deaf and Blind, Talladega, Alabama	238	$ 4,[illegible]
Arizona State School for the Deaf and the Blind, Tucson, Arizona	2[illegible]	[illegible]
Arkansas School for the Blind, Little Rock, Arkansas	1[illegible]	[illegible]
Atlanta Public Schools, Department for the Blind, Atlanta, Georgia	11	[illegible]
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Michigan	[illegible]	[illegible]
Buffalo Board of Education, Classes for the Blind, Buffalo, New York	[illegible]	564.53
California School for the Blind, Berkeley, California	[illegible]	[illegible]
Chicago Public Schools, Department for the Blind, Chicago, Illinois	79	1,519.89
Cincinnati Public Schools, Department for the Blind, Cincinnati, Ohio	35	759.95
Cleveland Public Schools, Department for the Blind, Cleveland, Ohio	65	1,411.33
Colorado School for the Deaf and Blind, Colorado Springs, Colorado	60	1,302.76
Connecticut School for the Blind, Hartford, Connecticut	49	1,063.92
Dearborn Public Schools, Department for the Blind, Dearborn, Michigan	7	151.99
Detroit Public Schools, Department for the Blind, Detroit, Michigan	79	1,715.30
Diamond Head School, Honolulu, Hawaii	15	[illegible].60

Digitized by Google

	January 1949 No. of Pupils	Amount of Quota for the Year Ending June 30, 1950
District of Columbia Public Schools, Department of Special Classes for Exceptional Children, Washington, D. C.	14	303.98
Duluth Board of Education, Department for Blind and Sight Saving, Duluth, Minnesota	10	217.13
Elizabeth Public Schools, Elizabeth, New Jersey	7	151.99
Florida School for the Deaf and Blind, St. Augustine, Florida	76	1,650.17
George Academy for the Blind, Macon, Georgia	171	3,712.87
Grand Rapids Public Schools, Braille and Sight-Saving Department, Grand Rapids, Michigan	7	151.99
Hackensack Public Schools, Class for the Blind, Hackensack, New Jersey	6	130.28
Idaho State School for the Deaf and Blind, Gooding, Idaho	19	412.54
Illinois School for the Blind, Jacksonville, Illinois	186	4,038.56
Indiana School for the Blind, Indianapolis, Indiana	111	2,410.11
Institute Puertorriqueno De Ninos Ciegos, Santurce, Puerto Rico	70	1,519.89
Iowa School for the Blind, Vinton, Iowa	104	2,258.12
Jackson Public Schools, Class for the Blind, Jackson, Michigan	5	108.56
Jersey City Public Schools, Classes for the Blind, Jersey City, New Jersey	6	130.28
Kansas School for the Blind, Kansas City, Kansas	69	1,498.18
Kentucky School for the Blind, Louisville, Kentucky	121	2,627.24
Lavelle School for the Blind, New York, New York	38	825.08
Los Angeles Public Schools, School for the Blind, Los Angeles, California	115	2,496.96
Louisiana State School for Deaf and Blind Negroes, Scotlandville, Baton Rouge, Louisiana	40	868.51
Louisiana State School for the Blind, Baton Rouge, Louisiana	65	1,411.33
Maryland School for the Blind, Overlea, Maryland	106	2,301.55

Digitized by Google

	January 1949 No. of Pupils	Amount of Quota for the Year Ending June 30, 1950
Michigan Employment Institution for the Blind, Saginaw, Michigan	9	195.41
Michigan School for the Blind, Lansing, Michigan	118	2,562.10
Milwaukee Public Schools, Department for the Blind, Milwaukee, Wisconsin	25	542.82
Minnesota Braille and Sight-Saving School, Faribault, Minnesota	91	1,975.85
Minneapolis Public Schools, Department for the Blind, Minneapolis, Minnesota	33	716.52
Mississippi School for the Blind, Jackson, Mississippi	62	1,346.19
Missouri School for the Blind, St. Louis, Missouri	126	2,735.80
Montana School for the Deaf and Blind, Great Falls, Montana	22	477.68
Montclair Public Schools, Department for the Blind, Montclair, New Jersey	1	21.71
Nebraska School for the Blind, Nebraska City, Nebraska	47	1,020.50
Newark Public Schools, Braille and Sight Conservation Classes, Newark, New Jersey	23	499.39
New Jersey Commission for the Blind, Newark, New Jersey	64	1,389.61
New Mexico School for the Blind, Alamogordo, New Mexico	73	1,585.03
New Orleans Public Schools, Classes for the Blind, New Orleans, Louisiana	6	130.28
New York Institute for the Education of the Blind, New York, New York	190	4,125.41
New York State School for the Blind, Batavia, New York	131	2,844.36
North Carolina School for the Blind and Deaf, Raleigh, North Carolina	279	6,057.84
North Carolina State Commission for the Blind, Pre-Conditioning Center, Raleigh, North Carolina	48	1,042.21
North Dakota School for the Blind, Bathgate, North Dakota	30	651.38
Ohio State School for the Blind, Columbus, Ohio	198	4,299.11
Oklahoma Consolidated Negro Institution, Taft, Oklahoma	11	238.84
Oklahoma School for the Blind, Muskogee, Oklahoma	96	2,084.42

Digitized by Google

	January 1949 No. of Pupils	Amount of Quota for the Year Ending June 30, 1950
Orange County Board of Education, Classes for the Blind, Santa Ana, California	6	130.28
Oregon Commission for the Blind, Portland, Oregon	30	651.38
Oregon State School for the Blind, Salem, Oregon	47	1,020.50
Overbrook School for the Blind, Philadelphia, Pennsylvania	217	4,711.65
Paterson Public Schools, Department for the Blind, Paterson, New Jersey	9	195.41
Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts	226	4,907.07
Piney Woods School, Piney Woods, Mississippi	30	651.38
Royer Greaves School for the Blind, Paoli, Pennsylvania	33	716.52
St. Cloud Public Schools, Department for the Blind, St. Cloud, Minnesota	6	130.28
South Carolina School for the Deaf and Blind, Spartanburg, South Carolina	76	1,650.16
South Dakota School for the Blind, Gary, South Dakota	35	759.94
Tennessee School for the Blind, Nashville, Tennessee	176	3,821.43
Texas Blind, Deaf and Orphan School, Austin, Texas	115	2,496.96
Texas School for the Blind, Austin, Texas	179	3,886.57
Utah School for the Deaf and the Blind, Ogden, Utah	34	738.23
Virginia School for the Deaf and the Blind, Staunton, Virginia	113	2,453.53
Washington State School for the Blind, Vancouver, Washington	63	1,367.90
Western Pennsylvania School for the Blind, Pittsburgh, Pennsylvania	127	2,757.51
West Virginia Schools for Colored Deaf and Blind, Institute, West Virginia	20	434.25
West Virginia State School for Deaf and Blind, Romney, West Virginia	75	1,628.45
Wisconsin School for the Visually Handicapped, Janesville, Wisconsin	156	3,387.18
Youngstown Public Schools, Department for the Blind, Youngstown, Ohio	10	217.13
Per Capita $21.71269	5,757	$125,000.00

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

EIGHTY-THIRD REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1951

Digitized by Google

Digitized by Google

HV
1667
.A51
A2
1950/51

EIGHTY-THIRD REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1951

UNIVERSITY OF MICHIGAN
LIBRARY

Digitized by Google

EIGHTY-THIRD REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1951

Digitized by Google

OFFICERS FOR 1950-1951

President

CHARLES W. ALLEN

Vice-President

EGBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

JOSEF G. CAUFFMAN, *Chairman*

WILLIAM E. ALLEN
PAUL J. LANGAN
EGBERT N. PEELER
DR. C. J. SETTLES

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
WILLIAM C. DABNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:15 p.m., October 30, 1951, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. Charles W. Allen, President, Louisville, Kentucky.

Mr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Dr. J. E. Bryan, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. Stuart E. Duncan, Louisville, Kentucky.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. Mark Ethridge, Louisville, Kentucky.

Mr. W. J. Finch, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. Leo J. Flood, Superintendent, Illinois School for the Blind, Jacksonville, Illinois.

Mr. W. Crabin Gill, Superintendent, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mrs. Marion H. Grew, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. Robert Lambert, Vice-President; Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. John C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight-Saving School, Vinton, Iowa.

Digitized by Google

Mr. Egbert N. Peeler, Superintendent, North Carolina State School for the Blind and the Deaf, Raleigh, North Carolina.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Blind, Alamogordo, New Mexico.

Mr. Paul B. Stephens, Superintendent, Tennessee School for the Blind, Nashville, Tennessee.

Mr. Robert H. Thompson, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. Edward J. Waterhouse, Director, Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The Reports of the Executive Committee, Publications Committee, and Superintendent were read and, upon motion, duly accepted and ordered published as listed on pages 5, 7, and 10, respectively, of this printed report.

Upon motion, duly seconded, the President was instructed to appoint a five-member Committee on Research to work with the Printing House in directing educational research in a similar way that the Publications Committee does in selecting texts to be produced.

The following officers were re-elected for a period of one year:

Mr. Charles W. Allen, President
Mr. Robert Lambert, Vice-President
First National Bank of Louisville, Treasurer
Mr. F. E. Davis, Secretary

Upon motion, duly seconded, the Superintendent was re-elected for a period of two years.

There being no further business, the meeting adjourned.

Respectfully submitted,
F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 30, 1951

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

Although the 1950-1951 fiscal year saw a slight decrease over the previous year in the amount of materials furnished to the schools and classes for the blind and other agencies and individuals, the total assets of the institution have reached their highest level in the history of the Printing House. As of June 30th of this year, the total value of the institution exceeded $1,250,000. The actual decrease in business lay, not in production, which almost equalled last year's high record, but rather in the value of materials supplied to our customers. Because of the inadequacy of the present appropriation "To Promote the Education of the Blind," the schools have had to receive large quantities of books and apparatus on credit for a number of years, with the result that it was necessary for the Printing House to decline further credit in many cases, thus sharply decreasing the amount of materials supplied. Other agencies in the field have also found that increased costs on the one hand, and decreased income — both in value and amount — have made it necessary to reduce somewhat the amount of materials they have previously supplied to the blind. The anticipated passage of legislation by Congress during the current year should help give the schools the materials they need, while every possible effort is being made on our part to prevent further increase in production costs.

As mentioned in my report a year ago, the Printing House (like other philanthropic agencies) became eligible for participation in the Federal pension plan through Old-age and Survivors Insurance as provided in the Social Security Act. Approximately 90 per cent of our employees voted to accept social security and the withholding tax, and as of January 1, 1951, the withholding schedule was put into effect for those employees so voting plus all employees hired thereafter. Because the Kentucky State law does not include non-profit institutions such as the Printing House in its provisions, our employees are still not subject to the benefits of unemployment insurance. Social se-

Digitized by Google

curitv, plus our previously instituted private retirement plan, should provide our employees with a reasonably ample retirement program.

To help offset the continuing increase in the cost of materials and labor, considerable new equipment and machinery have been purchased and put into operation, including such items as tape-recording machines for the Talking Book department, a new cutter for the bindery, new printing presses for the Braille department to replace worn-out machinery, and a new hydraulic press for molding small plastics and other articles.

During the year, a total of $259,424.98 was received in donations — a total of approximately $30,000.00 more than was received last year.

During the year, your Executive Committee has found it possible to set aside $19,000 for research. Of this amount, $7,500 has been allocated for educational research and $11,500 for technical research. A number of new items of tangible apparatus have been developed and are now available, about which Mr. Davis can give you more detailed information.

During the week of June 29, 1952, the Printing House is to be host to the 26th Convention of the American Association of Workers for the Blind. Inasmuch as our neighbor next door, the Kentucky School for the Blind, is also to act as host at the same time to your own American Association of Instructors of the Blind, the members of the Executive Committee look forward to meeting the leaders and others in the general field of work for the blind and to the inspiration to be gained from joint session of the two Associations.

As always, for myself and for the other members of the Committee, may I extend to the ex-Officio Trustees our very sincere appreciation of your interest in the Printing House, and to our Superintendent, Mr. Davis, our warm commendation for his conduct of the affairs of the institution. Mr. Davis has the faculty of surrounding himself with an enthusiastic and loyal force which results in a most satisfactory performance by the employees.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

October 30, 1951

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The Report of your Publications Committee consists of two parts, an account of the accomplishments of the past year, and a statement of projected production for the forthcoming year. Production reports on all of the parallel Braille and large type texts which have so far been authorized for publication have been presented to everyone in attendance at this meeting, and copies are being sent to all of the schools and classes for the blind for their information. As will be seen from this itemization, the Braille texts at the high school level which were authorized last year comprise a large number of technical works, which has meant that not all of them could be put into production at one time because of the lack of stereotypists of the calibre to do the work. The embossing of the first year algebra is nearing completion, one of the science texts and one of the home economics texts have been printed, and the other home economics text is nearly embossed. It was found that the latest edition of PLANE GEOMETRY by Welchons and Krickenberger required only the reembossing of about 100 plates to bring our older edition up to date, which has been done and the copies of the new edition will be available by the first of the year. The second year algebra will be put into production next month, as so probably will be MODERN BIOLOGY and DYNAMIC PHYSICS, both of the latter of which have had to be edited for use with blind pupils. The large type editions of most of these titles is progressing fairly well, although a few of them will not be completed until late spring, and one — WORLD HISTORY — not until next September because of format difficulties. The Braille edition (only) of the trigonometric and logarithmic tables will be released early in January. This last book will not be put in large type at present.

Nearly 130 titles of juvenile fiction, biography and other supplementary reading were embossed in Braille grade 2 last year, and another list of some 25 will be published in the next

Digitized by Google

few months, including several children's classics which were formerly available in Braille grade 1½.

During the year, a list of 13 books of fiction at the high school level have been recorded and the records are now being pressed, in spite of the few orders so far received, due to the reduced finances of most of the schools and classes. It was not found possible, however, to make a Talking Book edition of a textbook in either a foreign language, public speaking, typewriting, or music, because of the loss of our Talking Book Editor, as well as her most experienced editorial assistant. Unfortunately, too, it is doubtful if our present Talking Book editorial staff has had enough experience to carry through a project of this type in an adequate manner.

At the request of the Publications Committee, a survey was made of the schools and classes for the blind with regard to the use of parallel Braille and Talking Book editions of textbooks, using the two editions of THE RISE OF OUR FREE NATION as a basis. The consensus seems to be that Talking Books are nowhere near as useful as Braille for study purposes, but rather as supplementary to the Braille and, in most cases, even then not before the seventh grade. Because of the large costs involved, therefore, it is the feeling of your Committee that parallel editions in Talking Book form, as well as Braille and large type, are not justified at this time.

So far, it has not been possible to produce a typewriting book in large type. Photographs made of the 20TH CENTURY TYPEWRITING produced a page nearly two feet square when the copy was blown up to either 24- or 32-point type, as had been requested. To date, it has not been determined that a direct blow-up of available typewriting manuals would be feasible, but rather that one will have to be adapted especially for large type publications.

At its meeting on Sunday, your Committee approved the following lists of publications for production, provided they meet the minimum requirements for tentative orders as provided for by Board policy:

1. All *Basic Texts Recommended for Braille and Large Type*, except those which do not fall within the last 5-year copyright period.

Digitized by Google

2. Only those *Talking Book Recommendations* which are listed in "The Children's Catalog" and the "Standard Catalog for High School Libraries," and which are not already in Braille.

3. All *Music Recommendations*, including those which have been made as a result of the Regional Conference of Music Teachers held last week at the Missouri School, with preference to be given to those which were approved by the Conference.

No supplementary recommendations for publication in large type were approved because of the still very great need for basic text materials in this form, and the list of materials recommended for Braille publishing only was referred back to the individual schools and classes for possible financing.

Before closing, the superintendents might be interested in hearing the following percentage figures with regard to materials ordered by the schools and classes during the past fiscal year:

Braille books, magazines and music	69.5%
Large type books	12.3
Tangible apparatus	11.9
Talking Books	4.1
Shipping expenses	2.2

It would seem, therefore, that Braille texts and other Braille materials are still the basic items required from the Printing House by the schools and classes.

Respectfully submitted,

JOSEF G. CAUFFMAN, *Chairman*

Publications Committee

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 30, 1951

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The 1950-1951 fiscal year represented our second largest in history, exceeded only by the previous year. The decline in total value of materials delivered, from some $861,000 to nearly $792,000, can largely be accounted for by the inadequacy of funds for school purposes and the decrease in value of income experienced by some of the agencies which use our facilities to provide materials for the blind. Actually, our production remained about the same for the two years, and our physical plant and personnel in most instances are in excellent shape to meet the enlarged demands which may be expected when the proposed increased Federal appropriation becomes available.

The most outstanding growth during the year has been achieved in the Braille magazine and tangible apparatus departments. Three new Braille magazines have been added to our magazine-publishing list, and we are now producing on regular schedule 48 Braille and 2 Talking Book magazines. Intensive development work and actual production of new items of tangible apparatus have been a major activity. Work on the globe, as well as the manufacture of plastic placques of the individual continents, is well under way, and it is expected that a number of the latter will be ready for distribution after the first of the year. Two mathematical aids have been designed and are almost completed: 1. *A geometry board* made of a sheet of moulded rubber mounted on a cork base with raised vertical and horizontal lines ½-inch apart for use in teaching arithmetic, algebra, geometry and trigonometry; and 2. *The Mitchell Forms* consisting of three corresponding sets of solids, planes and wire frames to demonstrate geometric forms. For children, there are being manufactured a *Braille clockface* for learning to tell time, a *wooden constructo set* (similar in design to the old metal automechanic set but made of lengths of hard wood 2″ x ¾″ in width and from 2″ to 30″ in length with holes bored at regular intervals and employing large wooden screws and nuts ⅝″ in diameter

Digitized by Google

and 4¼" in length), and the *Imout Game* which is a Braille educational arithmetic game, similar to bingo, for home or school use. Two improved designs of items formerly carried in our catalog have been developed: 1. *Script letter cards* consisting of rigid plastic sheets with sunken outlines of ink-print script letters for teaching script writing; and 2. *Three-speed Talking Book reproducers.* A first lot of 100 reproducers was manufactured and delivered during the year and a second lot is ready for delivery

As Mr. Allen has stated, $19,000 has been set aside in the budget for research, including $11,500 for mechanical reesarch. During the year, work in mechanical research will be directed toward finishing the developmental work on the plastic globe, the designing of an improved Braillewriter, and an investigation into an inexpensive and rapid method of reproducing small numbers of Braille copies for use in the schools.

The undertaking of educational research by the Printing House presents a somewhat different problem than that of mechanical research. It is the feeling of your Superintendent that a project of this kind has certain ramifications which require definite direction and sueprvision by the schools and classes themselves, and for this reason, I should like to recommend that, before any educational research is undertaken by the Printing House and its staff members, the Board of Trustees appoint or elect an official Committee on Research, similar to our Publications Committee, with the authority and duty to direct such proposed research.

The institution is again facing a serious need for additional building space, primarily for storage, but also for adequate quarters for our administrative staff and clerical workers. At the present time, there is practically no place to store raw materials, so that it is necessary to pay higher prices for many items, particularly paper, because our dealers must hold them for us and deliver small quantities as needed. Additional space is needed to house our ever-increasing stocks of metal plates for Braille and large type books and masters for Talking Books, so that reprints may be made as necessary. The Library of Congress has also recently adopted a new policy of ordering up to 10 copies of each Talking Book in excess of the original distributions to the libraries and requiring the manufacturing presses to store these extra sets against future shipping instruc-

Digitized by Google

tions. The need for adequate and more effective office space is quickly apparent: The offices we have now are all makeshift, heads of departments must be separated long distances from the workers under their supervision, and even the Superintendent's office (the only room available for Board meetings) is too small to accommodate meetings of the Trustees such as we have been holding for the last two days. Fortunately, however, a sufficient sum of money has been accumulating in The Extension Fund, over and above the needs for publishing *The Reader's Digest*, so that the Trustees could very well consider the possibilities of authorizing the expenditure of several thousand dollars for the erection of a storage building and of new offices, or for the revamping of the old main building to more nearly suit our purposes.

The Printing House has lost several key employees during the past year, which has hampered our activities to some extent. Our Talking Book Editor and her most competent copyholder both resigned because of family responsibilities, while four of our male employees have been called to the Service, including two from the machineshop, one large type pressman and one of our photographers in the large type department. Our Braille stereotyping department has also lost several operators due to marriage or removal from the city. New apprentice stereotypists are now being trained.

The most important work of your Superintenden during the year has been in connection with Bill HR 1499 now before Congress which proposes to enlarge the present authorization of the appropriation under the Act "To Promote the Education of the Blind" to a total of $260,000 a year, including the $10,000 permanent appropriation. It has been very difficult, indeed, to get action on the bill because of the President's policy towards decreased spending on civilian projects, but a most favorable hearing was held on September 26th, and it is expected that the bill should become before Congress for a vote early in January. At the present time, it is planned to request only a $90,000 additional grant out of the new authorization.

One point of policy the Printing House which is sometimes overlooked in a report such as this is our cooperation with other agencies and with the whole field of work for the blind whenever our facilities and staff members can be of use. In this connection, I should like specifically to mention the attendance

Digitized by Google

of our Braille and Large Type Editor, Miss Marjorie S. Hooper, as the American representative at the UNESCO Conferences on World Braille held in Paris, France, in 1949 and 1950 and her present position as Secretary of the Joint Uniform Braille Committee of the AAIB and the AAWB, and also of its Subcommittee on Braille Mathematics. Mention, too, should be made of the time and effort expended by our Production Manager, Mr. William B. Watkins, in conferring with the American Foundation for the Blind, the Library of Congress, and the U. S. Bureau of Standards in the development of new and improved specifications for Talking Books and Talking Book reproducers.

In closing, may I extend to both the members of the Executive Committee and the superintendents my heartfelt thanks for their interest and help. As these Annual Meetings grow from year to year, the personal contact between the Trustees and between them and our staff and employees cannot but help to give impetus to our work.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

DISBURSEMENTS
UNITED STATES GOVERNMENT ACCOUNT

July 1, 1950 to June 30, 1951

No. of Voucher	To Whom Paid	For What Purpose	Amount
567	Payroll, July 1-15, 1950	Services	$ 3,698.19
568	Payroll, July 1-31, 1950	Services	1,283.33
569	Payroll, July 17-29, 1950	Services	2,450.80
570	Payroll, July 31-Aug. 12, 1950	Services	2,601.05
571	Payroll, Aug. 14-26, 1950	Services	2,573.49
572	Payroll, Aug. 1-31, 1950	Services	1,440.83
573	Payroll, Aug. 28-Sept. 9, 1950	Services	2,495.48
574	Payroll, Sept. 11-23, 1950	Services	2,518.60
575	American Zinc Products Co.	Plate Blanks	1,225.99
576	Payroll, Sept. 1-30, 1950	Services	1,283.33
577	Miller Paper Co.	Paper	4,104.33
578	Payroll, Sept. 25-Oct. 7, 1950	Services	2,457.46
579	Payroll, Oct. 9-21, 1950	Services	2,582.43
580	William J. McLaughlin & Co.	Bindery Supplies	83.85
581	Payroll, Oct. 1-31, 1950	Services	1,502.49
582	Cercla, Inc.	Bindery Supplies	462.02
583	Payroll, Oct. 23-Nov. 4, 1950	Services	2,441.16
584	Miller Paper Co.	Paper	3,963.92
585	Payroll, Nov. 6-18, 1950	Services	2,464.39
586	J. L. Shoemaker & Co.	Bindery Supplies	690.76
587	Cercla, Inc.	Bindery Supplies	452.78
588	Payroll, Nov. 1-30, 1950	Services	1,386.67
589	Payroll, Nov. 20-Dec. 2, 1950	Services	2,446.82
590	American Zinc Products Co.	Plate Blanks	440.44
591	Payroll, Dec. 4-16, 1950	Services	2,445.14
592	William J. McLaughlin & Co.	Bindery Supplies	3,057.69
593-A	Payroll, Dec. 1-30, 1950	Services	1,502.53
593	Payroll, Dec. 18-30, 1950	Services	2,264.89
594	American Zinc Products Co.	Plate Blanks	985.48
595	William J. McLaughlin & Co.	Bindery Supplies	115.30
596	Payroll, Jan. 1-13, 1951	Services	2,868.89
597	Miller Paper Co.	Paper	4,964.15
598	Payroll, Jan. 15-27, 1951	Services	2,885.79
599	Payroll, Jan. 1-31, 1951	Services	1,386.67
600	Payroll, Jan. 29-Feb. 10, 1951	Services	2,548.77
601	J. L. Shoemaker & Co.	Bindery Supplies	70.34
602	The Dickson Co.	Annual Report	83.50
603	Miller Paper Co.	Paper	2,048.18
604	Slade, Hipp & Meloy, Inc.	Bindery Supplies	281.95
605	Payroll, Feb. 12-24, 1951	Services	2,857.22
606	Payroll, Feb. 1-29, 1951	Services	1,802.49

Digitized by Google

No. of Voucher	To Whom Paid	For What Purpose	Amount
607	Cercla, Inc.	Bindery Supplies	458.17
608	Payroll, Feb. 26-Mar. 10, 1951	Services	2,726.80
609	American Zinc Products Co.	Plate Blanks	735.41
610	Queen City Paper Co.	Bindery Supplies	300.98
611	Miller Paper Co.	Paper	3,290.20
612	Payroll, Mar. 12-24, 1951	Services	2,787.38
613	Payroll, Mar. 1-31, 1951	Services	1,386.67
614	Hegeler Zinc Co.	Plates Blanks	1,989.22
615	Queen City Paper Co.	Bindery Supplies	868.48
616	American Zinc Products Co.	Plate Blanks	980.55
617	Holliston Mills, Inc.	Bindery Supplies	1,772.22
618	Payroll, Mar. 3-Apr. 7, 1951	Services	2,304.47
619	Payroll, Apr. 9-21, 1951	Services	2,401.47
620	Payroll, Apr. 1-30, 1951	Services	1,802.49
621	William J. McLaughlin & Co.	Bindery Supplies	3,107.93
622	Miller Paper Co.	Paper	4,701.55
623	Payroll, Apr. 23-May 5, 1951	Services	2,375.74
624	National Starch Products, Inc.	Bindery Supplies	104.72
625	Payroll, May 7-19, 1951	Services	2,086.14
626	Carter Dry Goods Co.	Bindery Supplies	59.00
627	Lafayette Steel Corp.	Plate Blanks	133.74
628	American Zinc Products Co.	Plate Blanks	942.41
629	J. L. Shoemaker & Co.	Bindery Supplies	221.39
630	William J. McLaughlin & Co.	Bindery Supplies	92.30
631	W. D. Gatchel & Sons	Photographic Supplies	266.32
632	Payroll, May 21-June 7, 1951	Services	41.73
633	American Zinc Products Co.	Plate Blanks	706.45
634	Miller Paper Co.	Paper	1,097.01
635	International Spring Co.	Braillewriter Parts	91.00
636	The Mengel Co.	Reproducer Cartons	186.40
637	Payroll, June 4-16, 1951	Services	1,769.63
638	Cercla, Inc.	Bindery Supplies	433.15
639	Miller Paper Co.	Paper	3,559.29
		GRAND TOTAL	$125,000.00

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As of June 30, 1951

ASSETS			
Current:			
Cash		$ 46,741.91	
Accounts Receivable		109,643.44	
Inventory —			
Finished Stock	$145,823.33		
Goods in Process	84,279.55		
Materials	74,711.69	304,814.57	
TOTAL CURRENT ASSETS			$ 461,199.92
Other:			
Supplies and Prepaid Insurance			15,046.18
Properties:			
Land		$ 11,907.03	
Building		301,032.92	
Machinery		197,339.23	
Office Equipment		15,821.40	
OTAL		$526,100.58	
Less: Reserve for Depreciation		158,569.37	
TOTAL PROPERTIES			367,531.21
TOTAL OPERATING ASSETS			$ 843,777.31
Special Restricted Funds:			
Endowment Fund Cash	$ 183.00		
Endowment Fund Investments	2,000.00	$ 2,183.00	
Readers Digest Fund Cash	$ 48,316.46		
Readers Digest Fund Investments	345,957.69	394,274.15	
Research Fund Cash		19,500.00	415,957.15
TOTAL ASSETS			$1,259,734.46
LIABILITIES			
Current:			
Accounts Payable			$ 23,751.67
Other:			
Deferred and Unallocated Income			3,436.98
NET WORTH — GENERAL FUND:			
Capital Investment		$504,935.78	
Reserve for Contingencies		311,652.88	
TOTAL NET WORTH — GENERAL FUND			816,588.66
Special Restricted Funds:			
Endowment Fund		$ 2,183.00	
Readers Digest Fund		394,274.15	
Research Fund		19,500.00	415,957.15
TOTAL LIABILITIES AND NET WORTH			$1,259,734.46

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1950, to June 30, 1951

RECEIPTS:		
The Act "To Promote the Education of the Blind"	$125,000.00	
Materials Supplied Other Agencies	588,933.91	
Readers Digest Fund Donations	246,481.27	
Investment Income	4,053.88	
Sale of Scrap	910.57	
Sale of Used Equipment	216.34	
Sale of Materials	1,829.46	
Expense Refunds	4,346.90	
Collection of Interest Purchased	32.56	
TOTAL RECEIPTS	$971,804.89	
Balance July 1, 1950	75,665.84	
TOTAL CASH TO ACCOUNT FOR		$1,047,470.73
DISBURSEMENTS:		
Salaries and Wages	$398,000.44	
Materials	252,181.03	
Manufacturing Expense	35,970.47	
Campaign Expense	41,825.59	
Shipping Expense	20,891.44	
Research and Experimentation	665.50	
General Overhead Expenses	29,162.48	
Administrative Expenses	21,659.41	
Digest and Magazine Mailing and Circulation	1,119.31	
Employee Retirement Program	14,630.00	
Payroll Taxes	1,912.69	
TOTAL OPERATING DISBURSEMENTS	$818,018.36	
Equipment Purchased	28,863.18	
Investments — Readers Digest Fund	89,500.00	
Interest Purchased	224.07	
TOTAL	$936,605.61	
Less: Cash Discount	3,243.59	
TOTAL DISBURSEMENTS		933,362.02
CASH BALANCE — JUNE 30, 1951		$ 114,108.71
Represented By:		
Balance in General Checking Account	$ 65,465.88	
Balance in Readers Digest Fund Account	48,392.83	
Cash in Office	250.00	114,108.71

We hereby certify that the foregoing "Financial Statement" as of June 30, 1951, and the accompanying summary of "Cash Receipts and Disbursements" July 1, 1950, to June 30, 1951, prepared by us, are correctly drawn, and, in our opinion, present the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1951.

WILLIAM COTTON COMPANY
Certified Public Accountants
By T. H. DOWELL, C. P. A.

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1949-1951

	1948-1949	1949-1950	1950-1951
Braille Publications:			
Number of Plates Stereotyped	88,192	118,675	117,513
Number of Titles Embossed:			
Literary	141	201	297
Music	15	26	21
Number of Pages Printed	34,351,360	37,231,240	34,682,116
Number of Volumes Bound:			
Sewed Binding	17,500	29,547	16,274
Limited Binding	25,537	31,144	39,262
Number of Pamphlets Published:			
Pressboard Covers	100	40	.....
Jute Covers	14,232	11,951	13,125
Paper Covers	22,091	10,485	6,807
Number of Magazines Published	525,987	537,168	469,445
Number of Music Selections Published	3,890	5,905	3,056
Number of Alphabet Cards Printed	115,809	937,771	771,541
Large Print Books:			
Number of Plates	3,023	5,042	4,794
Number of Titles Published	17	34	41
Number of Pages Printed	1,673,281	1,618,410	1,140,865
Number of Books Bound	5,093	7,275	7,383
Number of Pamphlets	800	1,035	3,605
Talking Books:			
Number of Masters Recorded	3,519	3,952	3,221
Number of Books Recorded	81	100	77
Number of Magazines Recorded	24	24	24
Number of Records Pressed	225,447	379,765	384,291
Number of Albums Made (Limited)	485	435	268
Number of Talking Book Cartons Made:			
Black Fibre	13,582	20,672	22,803
Number Reproducers Made	.....	.....	98
Tangible Apparatus Manufactured:			
Maps (Dissected)	22	16	12
Slates	2,431	4,007	4,157
Styluses	.....	.....	14,431
Braillewriters:			
New Hall	393	462	442
Marburg	.....	100	.....
Braillewriter Cases	.....*	325	421
Spelling Frames and Words (sets)	.....	.....	441

* Not reported.

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1951, according to the law of Congress approved March 3, 1879; June 25 1906; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	January 1950 No. of Pupils	Amount of Quota for the Year Ending June 30, 1951
Alabama Institute for the Deaf and Blind, Talladega, Alabama	211	$ 4,581.37
Arizona State School for the Deaf and the Blind, Tucson, Arizona	36	781.65
Arkansas School for the Blind, Little Rock, Arkansas	110	2,388.39
Atlanta Public Schools, Department for the Blind, Atlanta, Georgia	10	217.12
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Michigan	12	260.55
Buffalo Board of Education, Classes for the Blind, Buffalo, New York	29	629.67
California School for the Blind, Berkeley, California	162	3,517.46
Chicago Public Schools, Department for the Blind, Chicago, Illinois	80	1,737.01
Cincinnati Public Schools, Department for the Blind, Cincinnati, Ohio	37	803.37
Cleveland Public Schools, Department for the Blind, Cleveland, Ohio	70	1,519.89
Colorado School for the Deaf and Blind, Colorado Springs, Colorado	63	1,367.90
Connecticut School for the Blind, Hartford, Connecticut	57	1,237.62
Dearborn Public Schools, Department for the Blind, Dearborn, Michigan	8	173.70
Detroit Public Schools, Department for the Blind, Detroit, Michigan	90	1,954.15
Diamond Head School (formerly) Territorial School for the Deaf and Blind, Honolulu, Hawaii	13	282.27

Digitized by Google

	January 1950 No. of Pupils	Amount of Quota for the Year Ending June 30, 1951
District of Columbia Public Schools, Department of Special Classes for Exceptional Children, Washington, D. C.	9	195.41
Duluth Board of Education, Department for Blind and Sight-Saving, Duluth, Minnesota	10	217.12
Elizabeth Public Schools, Class for the Blind, Elizabeth, New Jersey	8	173.70
Florida School for the Deaf and Blind, St. Augustine, Florida	75	1,628.45
Georgia Academy for the Blind, Macon, Georgia	153	3,322.04
Grand Rapids Public Schools, Braille and Sight-Saving Dept., Grand Rapids, Michigan	6	130.28
Hackensack Public Schools, Class for the Blind, Hackensack, New Jersey	8	173.70
Idaho State School for the Deaf and Blind, Gooding, Idaho	14	303.98
Illinois School for the Blind, Jacksonville, Illinois	193	4,190.55
Indiana School for the Blind, Indianapolis, Indiana	111	2,410.11
Instituto Puertorriqueno De Ninos Ciegos, Santurce, Puerto Rico	72	1,563.31
Iowa School for the Blind, Vinton, Iowa	113	2,453.54
Jackson Public Schools, Class for the Blind, Jackson, Michigan	5	108.56
Jersey City Public Schools, Classes for the Blind, Jersey City, New Jersey	5	108.56
Kansas School for the Blind, Kansas City, Kansas	72	1,563.31
Kentucky School for the Blind, Louisville, Kentucky	117	2,540.39
Lavelle School for the Blind, New York, New York	44	955.36
Los Angeles Public Schools, School for the Blind, Los Angeles, California	135	2,931.21
Long Beach Public Schools, Class for the Blind, Long Beach, California	13	282.26
Louisiana State School for Blind Negroes, Scotlandville, Louisiana	49	1,063.92
Louisiana State School for the Blind, Baton Rouge, Louisiana	64	1,389.61

Digitized by Google

	January 1950 No. of Pupils	Amount of Quota for the Year Ending June 30, 1951
Maryland School for the Blind, Overlea, Maryland	108	2,344.97
Michigan School for the Blind, Lansing, Michigan	124	2,692.38
Michigan Employment Institution for the Blind, Saginaw, Michigan	8	173.71
Milwaukee Public Schools, Department for the Blind, Milwaukee, Wisconsin	25	542.82
Minnesota Braille and Sight-Saving School, Faribault, Minnesota	91	1,975.86
Minneapolis Public Schools, Department for the Blind, Minneapolis, Minnesota	36	781.66
Mississippi School for the Blind, Jackson, Mississippi	60	1,302.76
Missouri School for the Blind, St. Louis, Missouri	135	2,931.22
Montana School for the Deaf and Blind, Great Falls, Montana	23	499.39
Montclair Public Schools, Department for the Blind, Montclair, New Jersey	1	21.72
Nebraska School for the Blind, Nebraska City, Nebraska	48	1,042.21
Newark Public Schools, Braille and Sight Conservation Classes, Newark, New Jersey	29	629.67
New Jersey Commission for the Blind, Newark, New Jersey	77	1,671.88
New Mexico School for the Blind, Alamogordo, New Mexico	69	1,498.18
New Orleans Public Schools, Classes for the Blind, New Orleans, Louisiana	7	151.99
New York Institute for the Education of the Blind, New York, New York	186	4,038.56
New York State School for the Blind, Batavia, New York	144	3,126.63
North Carolina School for the Blind and the Deaf, Raleigh, North Carolina	295	6,405.25
North Carolina State Commission for the Blind, Pre-Conditioning Center, Raleigh, North Carolina	41	890.22
North Dakota School for the Blind, Bathgate, North Dakota	28	607.96
Ohio State School for the Blind, Columbus, Ohio	189	4,103.70
Oklahoma Consolidated Negro Institution, Taft, Oklahoma	8	173.71

Digitized by Google

	January 1950 No. of Pupils	Amount of Quota for the Year Ending June 30, 1951
Oklahoma School for the Blind, Muskogee, Oklahoma	87	1,889.00
Orange County Board of Education, Classes for the Blind, Santa Ana, California	4	86.85
Oregon Commission for the Blind, Portland, Oregon	32	694.81
Oregon State School for the Blind, Salem, Oregon	51	1,107.35
Overbrook School for the Blind, Philadelphia, Pennsylvania	234	5,080.77
Paterson Public Schools, Paterson, New Jersey	8	173.71
Perkins Institution and Massachusetts School for the Bind, Watertown, Massachusetts	240	5,211.05
Piney Woods School, Piney Woods, Mississippi	35	759.95
Royer-Greaves School for the Blind, Paoli, Pennsylvania	50	1,085.64
St. Cloud Public Schools, Department for the Blind, St. Cloud, Minnesota	7	151.99
South Carolina School for the Blind, Spartanburg, South Carolina	76	1,650.17
South Dakota School for the Blind, Gary, South Dakota	35	759.94
Tennessee School for the Blind, Nashville, Tennessee	124	2,692.37
Texas School for the Blind, Austin, Texas	165	3,582.60
Utah School for the Deaf and the Blind, Ogden, Utah	34	738.23
Virginia School for the Deaf and the Blind, Staunton, Virginia	113	2,453.54
Virginia State School, Hampton, Virginia	46	998.78
Washington State School for the Blind, Vancouver, Washington	70	1,519.88
Western Pennsylvania School for the Blind, Pittsburgh, Pennsylvania	131	2,844.36
West Virginia Schools for Colored Deaf and Blind, Institute, West Virginia	15	325.69
West Virginia State School for Deaf and Blind, Romney, West Virginia	71	1,541.60
Wisconsin School for the Visually Handicapped, Janesville, Wisconsin	123	2,670.66
Youngstown Public Schools, Department for the Blind, Youngstown, Ohio	10	217.12
Per Capita $21.71269	5,757	$125,000.00

Digitized by Google

Digitized by Google

Digitized by Google

DUE MAR 17 1952

If this book is not returned
n or before the above date a
ne of five (5) cents per day will
incurred by the borrower.
The charge for this book may
renewed if no one is waiting
r it.

To renew the charge, the
ook must be brought to the
esk.

DO NOT RETURN BOOKS
ON SUNDAY

GENERAL LIBRARY
University of Michigan

Digitized by Google

Digitized by Google

UE MAR 17 1952

If this book is not returned
or before the above date a
e of five (5) cents per day will
incurred by the borrower.
The charge for this book may
renewed if no one is waiting
it.

To renew the charge, the
ok must be brought to the
k.

DO NOT RETURN BOOKS
ON SUNDAY

GENERAL LIBRARY
University of Michigan

6 BG 8-51 20M 3

Digitized by Google

Digitized by Google

EIGHTY-FOURTH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE KENTUCKY

For the Year Ending

June 30, 1952

Digitized by Google

UNIVERSITY OF MICHIGAN LIBRARIES

Digitized by Google

EIGHTY-FOURTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES
THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1952

Digitized by Google

OFFICERS FOR 1951-1952

HV
1667
.A51
I72
1951/52

President

CHARLES W. ALLEN

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

JOSEF G. CAUFFMAN, *Chairman*

WILLIAM E. ALLEN
PAUL J. LANGAN
EGBERT N. PEELER
DR. C. J. SETTLES

Educational Research Committee

ROBERT H. THOMPSON, *Chairman*

JOHN C. LYSEN
D. W. OVERBEAY
DR. NEAL F. QUIMBY
EDWARD J. WATERHOUSE

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
WILLIAM C. DABNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:15 p.m., November 11, 1952, at the Seelbach Hotel, Louisville, Kentucky, with the following members present:

Mr. Charles W. Allen, President, Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Mr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Dr. J. E. Bryan, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. Mark Ethridge, Louisville, Kentucky.

Mr. W. J. Finch, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. Leo J. Flood, Superintendent, Illinois School for the Blind, Jacksonville, Illinois.

Mr. Robert Lambert, Vice-President; Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. R. E. Long, Superintendent, Wisconsin School for the Visually Handicapped, Janesville, Wisconsin.

Mr. John C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. George W. Norton, Louisville, Kentucky.

Mr. D. W. Olson, Jr., Superintendent, Kansas School for the Blind, Kansas City, Kansas.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight-Saving School, Vinton, Iowa.

Mr. Egbert N. Peeler, Superintendent, North Carolina School for the Blind and Deaf, Raleigh, North Carolina.

Digitized by Google

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Blind, Alamogordo, New Mexico.

Mr. Paul B. Stephens, Superintendent, Tennessee School for the Blind, Nashville, Tennessee.

Mr. Samuel VanVoorhis, Superintendent, South Dakota School for the Blind, Gary, South Dakota.

Mr. John M. Wallace, Superintendent, Florida School for the Deaf and Blind, St. Augustine, Florida.

Mr. Edward J. Waterhouse, Director, Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The Reports of the Executive Committee, Publications Committee, Educational Research Committee, and the Superintendent were read and approved and ordered published in the Annual Report, as listed on pages 6, 9, 14, and 17, respectively, of this report.

Following the presentation of the Report of the Publications Committee, Mr. Cauffman resigned as Chairman and member of the Committee. In resigning, Mr. Cauffman stated that he had served on the Committee for many years and as its Chairman since 1950, and expressed appreciation for the excellent cooperation of the schools and the Printing House in the work of the Committee. It was his feeling, however, that committee assignments should be passed around, and that others of the Board should have an opportunity to serve. Mr. W. E. Allen of Texas, a member of the Publications Committee for more than twenty years, stated that he shared Mr. Cauffman's thinking and also expressed a desire to resign so someone else could serve in his place. The President of the Board accepted the resignations with regret and expressed appreciation for the excellent service the two men had rendered the schools and the Printing House as members of the Committee.

A motion was passed directing the Superintendent of the Printing House to make a study of the Charter and By-Laws of the institution to determine what steps, if any, might be necessary to provide for orderly rotation of membership on the Publications Committee, and to report on his findings and recommendations at the next Annual Meeting. A like motion was passed concerning rotation of membership on the Educational Research Committee.

Digitized by Google

Upon motion, the President was directed to appoint a committee of superintendents to work with the Superintendent of the Printing House to study further the following resolution passed at the Annual Meeting in 1949, and to bring suggestions to the next Annual Meeting which might be of help in solving this problem:

"It is the intent of the Charter and By-Laws of the Printing House for the Blind that every blind boy or girl of the generally accepted elementary or secondary school age share in the benefits made possible through the Printing House.

"At the present time, there are a number of these children who, through no fault of their own, are sent to public day schools in such a manner that this help is not extended to them.

"The superintendents assembled would like to recommend to the Board of the American Printing House for the Blind that changes be made in the laws governing the Printing House, if necessary, to permit these pupils to be registered through the residental schools for the blind of their respective states to the end that they can benefit from the quota account materials like our residential school pupils do at the present time.

"In the absence of a residential school for the blind in any state, the Board of the American Printing House for the Blind should be empowered to designate a representative and appropriate institution, commission, or department of government in that state to act as the registering agency."

The following officers were re-elected for one year:

Mr. Charles W. Allen, President
Mr. Robert Lambert, Vice-President
First National Bank of Louisville, Treasurer
Mr. F. E. Davis, Secretary

The following Publications Committee Chairman and four members were elected for two years:

Mr. Egbert N. Peeler, Chairman
Mr. V. R. Carter
Mr. W. J. Finch
Mr. Paul J. Langan
Mr. J. M. Woolly

There being no further business, the meeting adjourned.

Respectfully submitted,
F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

November 11, 1952

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The 1951-1952 fiscal year of the Printing House was marked by two important events. The first was the amendment by Congress of the basic act which authorizes the Federal appropriation "To Promote the Education of the Blind." On May 22, 1952, after two years of intensive promotion, the President of the United States signed the bill which increased the authorization for the annual appropriation to the Printing House from $115,000 to $250,000, which, together with the permanent $10,000 annual grant, makes possible a total yearly appropriation of $260,000 for these purposes. Unfortunately, the passage of the basic amendment came too late in the fiscal year to permit the Congress to make a deficit appropriation for the 1952 year. However, it was possible to secure a supplemental appropriation of $60,000 for the current 1952-1953 fiscal year, in addition to the usual $125,000 grant, making a total of $185,000 allotted to the Printing House by Congress on July 1st last. On the basis of the January, 1952 enrollments, therefore, the per capita quota allocation has been raised from a previous $20.34 to $29.17 for the current fiscal year.

The other event of high importance to the Printing House was the simultaneous meetings of the American Association of Instructors of the Blind and the American Association of Workers for the Blind here in Louisville during the week of June 29-July 4, 1952. At no time before in its history has the Printing House been able to present at first hand its program of activities to such a large segment of workers for the blind. Perhaps, the greatest pleasure and good was that afforded to our staff members and employees in meeting and talking personally with the many teachers and other personnel of the schools and classes whose problems are the particular concern of our institution. It was a strenuous week for all of us, and the weatherman did nothing to cool us down—he really turned on the heat—but it was one of the memorable and productive occasions in our ninety-four years of existence.

Digitized by Google

At the last Annual Meeting, the attention of the whole Board was called to the need for additional and improved quarters, particularly for storage and for our office workers and staff members. Your Executive Committee is happy to report that plans have been drawn up and bids authorized for the erection of a new structure, to be built directly behind the present manufacturing annex and connected to it by a short runway. The new building will provide 12,000 additional square feet of floor space, and will consist of two floors, each 75 by 80 feet in size. Designed primarily for storage, it will be similar in construction to the present manufacturing plant, and will be readily adaptable for manufacturing purposes if ever so needed in the future. It is expected that it will be finished and in use by fall of 1953, unless undue difficulty is encountered in obtaining necessary steel and construction materials.

In addition to the above building, the architect has been authorized to draw up plans for razing the old east storage vault of the administration building and replacing it with a new wing comprising three stories and basement to house:

An enlarged recording department on the ground floor.

Expanded administrative offices on the first floor.

Board meeting room and library on second floor.

Additional storage for finished stock on the third floor.

It should be noted that funds are already in hand to cover the cost of erecting and furnishing both buildings.

As directed at the last Annual Meeting, your President appointed a five-man Committee on Educational Research, as follows:

Mr. Robert H. Thompson, Chairman

Mr. John C. Lysen

Mr. D. W. Overbeay

Dr. Neal F. Quimby

Mr. Edward J. Waterhouse

The first meeting of this Committee was held on March 3rd and a second meeting this week. A report of the work of this Committee will be given separately by its Chairman.

Before closing, I should like to report that funds donated to

Digitized by Google

The Reader's Digest Fund for the Blind for the twelve-month period July 1, 1951-June 30, 1952 amounted to approximately $260,000.00. With no particular effort made to expand our fund-raising efforts during the year, this represents an increase of approximately $10,000 over the funds received for this purpose during the previous year.

During the year we have been backed by an efficient and loyal staff, under the fine and able leadership of Mr. Davis, and by a most faithful and cooperative group of employees.

And now, on behalf of the other members of your Executive Committee, as well as myself, may I extend to the ex-Officio members of the Board of Trustees sincere appreciation of the great personal interest and help you give Mr. Davis in the conduct of the affairs of the institution. Particularly, I should like to thank all of the superintendents for their unremitting and effective help with our legislative program in Washington.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF COMMITTEE ON EDUCATIONAL RESEARCH

November 11, 1952

MR. ALLEN, AND MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

Last fall, Mr. Charles W. Allen, President of the Board of Trustees of the American Printing House for the Blind, acting under authorization by the Board, appointed an American Printing House for the Blind Educational Research Committee, as follows:

Robert W. Thompson (Missouri), Chairman
John C. Lysen (Minnesota)
D. W. Overbeay (Iowa)
Neal F. Quimby (New Mexico)
Edward J. Waterhouse (Perkins)

The stated purpose of this Committee was to investigate and recommend projects in the field of educational research to be undertaken by the staff of the American Printing House for the Blind.

The first meeting of this Committee was called March 3, 1952, at the office of the Superintendent of the Printing House. This meeting was attended by Mr. Waterhouse and the Chairman; bad weather and other obligations prevented other members from attending. The members absent sent communications expressing their views. Mr. Paul J. Langan of Kentucky was invited to sit with the Committee and Superintendent Davis. At the beginning of the meeting, Mr. Davis announced that Miss Hooper had agreed to head up the research project for the next several months. This was approved by the Committee.

Chairman Thompson presented a summary of research projects which had been referred to him by various schools and classes for the blind. These were carefully considered and referred to appropriate workshop groups for consideration and evaluation at the AAIB Convention in June.

The Committee then discussed definitions and types of research. It was generally agreed that it might consider two kinds as being useful:

Digitized by Google

1. Experiments which could be informally initiated and engaged in, and observed in an objective manner, with a view toward wider acceptance of those experimental practices which receive generally favorable response.

2. Formal, technical, and objective research.

In discussing the second type of research, it was agreed by those present and those who corresponded that, to be worthy of the name of research, a few special considerations were necessary:

1. If research is to be technical and objective, it must be planned.

2. A plan must be made and approved for each research problem before it is undertaken

3. The plan should include the following considerations:

   a. An exact definition of the problem.

   b. The application of the problem to our work.

   c. The number and nature of studies the problem involves.

   d. A survey of existing research to see what reliable information may already be available.

   e. Survey of the other sources and resources from and through which the concluding data might be gathered or contributed.

   f. Determination of the several techniques which might be required to complete the study.

   g. A plan for following-up the research on the problem for evaluation purposes.

   h. The estimated cost of the research project.

In the meantime, Miss Hooper was asked to do two things:

1. Make a survey of what is being, or has been, done in the field of educational research for the blind.

2. Attend the several regional conferences of teachers during the next few months and, while enroute, to visit as many schools and classes as might be feasible.

A second meeting of the Educational Research Committee of the APH was held in the office of the Superintendent on Sunday, November 9, 1952, at 4:00 p.m., with all members present.

Digitized by Google

Miss Hooper read the minutes of the previous meeting which were approved. She then reported on her progress since the last meeting of the Committee:

Compilation of Available Research Studies:

Miss Hooper reported that she is now in the process of collecting this information, but because of her other duties she has not had time to complete the compilation.

Visits to Regional Conferences and Schools:

Miss Hooper visited four regional conferences and proposes to attend other appropriate conferences before the end of the year. She visited twelve schools for the blind and visually handicapped, three organizations of Braille and sight-saving classes in the public schools, and one Commission for the Blind division of education.

Miss Hooper met teachers, directors, and administrators. She discussed the work of the APH with them. She explained the new research project. She invited them to submit their problems for study. All of them were happy to have this direct contact with the Printing House and were most cooperative and pleasant to Miss Hooper. Most of their problems seemed to deal with Braille. These and other problems were presented to the Committee for consideration. An increasing number of problems are expected to be submitted.

Action on problems were taken as follows:

1. The problem of developing pre-primers and primers in Braille, including more appropriate experiences for blind children, is to be referred to several graduate schools of education to be used as possible thesis subjects. The work would be done in cooperation with the APH Director of Educational Research.

2. The development of special readiness reading materials based on senses other than sight, and designed to develop muscular coordination and readiness for reading and writing Braille is being referred to the Kindergarten and Primary Teacher workshops. Again, the APH Director of Research would help lead the effort.

3. Miss Hooper is to set up some revisions of pre-primers and primers for experimental use from which the capital and punctuation signs have been eliminated. These would be tried in selected schools.

Digitized by Google

4. Problems of Braille music and Braille specifications, as well as sizes of Braille pages, are being referred to the Joint Uniform Braille Committee for evaluation and specific recommendations.

5. Authorization for the early embossing of an algebra text in the Nemeth Code of Braille Mathematics by the Printing House was approved. It would then be recommended for trial in selected schools. This grows out of a recommendation by the Joint Uniform Braille Committee.

6. The problems of proper size of type, style of type, and quality of illustrations used in our large type books has been referred to the APH Director of Research for an objective study. We should know more about the best type size for various age children, the style of type most readable by the greatest number of eye-deficient pupils, and type of retouching that can be done to make the standard text illustrations more meaningful to eye-deficient pupils.

Many problems were so generally stated that the Committee was not sure just what was the true nature of the problem. These have been held over for clarification and action at a later date.

Miss Hooper reported two projects as having already been undertaken:

1. A joint project between the APH and the American Foundation for the Blind, consisting of the development of a typing manual to be published in Talking Book and Braille, to be ready shortly after the first of the year.

2. A public speaking text in Talking Book and Braille. This project is just getting under way.

Superintendent Davis reported to the Committee that he felt that the members of the Committee could not do as much of the work as he had previously thought they could, and that a full-time Research Director should probably soon be appointed. The Committee shared his feeling that enough preliminary work had been done to justify the early designation of such a person.

The members of the present Committee wish to convey to the Board of Trustees their feeling that, though initial progress has been slow, all has gone as rapidly as it is probably safe to go.

Digitized by Google

When one considers the detail that has been outlined, and the plans that have been made, it must be concluded that Miss Hooper has made a good start. It must be remembered that she has not been able to give full time to the work. We have appreciated the leadership given by both Miss Hooper and Mr. Davis.

We believe it is entirely proper that this work be initiated slowly. None of us is sure of his responsibilities. Our first year has been largely exploratory. Once proper channels for action have been evolved and responsibilities are understood, we belive succeeding committees can proceed more certainly and more rapidly.

Respectfully submitted,

ROBERT H. THOMPSON, *Chairman*
Committee on Educational Research

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

November 11, 1952

To The Memers Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

During the past year, a total of 208 literary titles and 91 music selections have been embossed. Of the former, 61 comprised juvenile supplementary reading and fiction titles, and 19 basic textbooks. In the first four months of the current fiscal year, 64 textbook-type books have been put into production, most of which have been advertised to the schools and are now ready for press, and will be printed during the next two months. In the large type department, 47 new titles were added to the catalog during the 1951-1952 year and 26 have been put into production during the first four months of this year, with a number of the latter already delivered. Twenty titles of juvenile fiction in Talking Book form were recorded under the auspices of your Committee during the last fiscal year. Publication in Braille grade 2 of one new Braille magazine for the schools—STORY PARADE—was started with the September, 1952 issue.

In passing, it should be noted that no materials for the schools have been embossed in Braille grade 1½ for the past year, with the exception of duplicate grade 1½ and grade 2 editions of MY WEEKLY READERS No. 2 to No. 5 inclusive. the grade 1½ editions of which were discontinued this fall because of too few orders to justify the plate-making costs. During the year, also, a change was made from Braille grade 1½ to 2 in the embossing of the literary parts of all music selections.

Titles approved for submission for tentative orders, and subsequent publication during the present year according to by-law provision, include the following:

1. *Textbooks for Paralleling in Both Braille and Large Type:*

   All recommendations received on the general subject of home economics and also the AMERICAN RED CROSS LIFE-SAVING MANUAL.

2. *Books for Supplementary Reading and Fiction to Be Embossed in Braille Only:*

   A list of from 75 to 100 titles, taken from lists recommended by the schools and which are highly recom-

Digitized by Google

mended by such standard catalogs as "The Children's Catalog," "The High School Catalog" and *The Booklist* of the American Library Association. In addition, all titles which were recommended by a number of the schools from the list prepared by the Oregon School for the Blind were approved for submission for tentative orders.

3. *Books of Supplementary Reading and Fiction to Be Recorded in Talking Book Form Only:*
A list of from 20 to 25 such titles taken from lists recommended by the schools and by the Printing House staff and which are also highly recommended by the above-named standard library catalogs.

4. LEARNING TO READ BRAILLE by Jennette Maris, which was written as a master's thesis and is designed for teaching Braille grade 2 to older grade pupils. It is proposed that this manual be made available in both Braille and in ink-print form.

5. THE AMERICAN VEST POCKET DICTIONARY (Random House, 1951), to be embossed in Braille grade 2 and designed to take the place of the old Funk and Wagnall's POCKET DICTIONARY as a small, compact dictionary for use by intermediate students and dictaphone typists.

In addition to the above approved titles, the Committee has directed the Printing House to make an immediate request for additional recommendations from the schools and classes in the fields of foreign languages (particularly Spanish and French), science (with emphasis on a new series for the entire eight grades plus a possible chemistry text), and English literature and story reading series to cover the entire eight grades and the high school.

No music selections not included in already approved lists were submitted to the Committee this year. At the present time, there is a backlog of approved music titles which will require nearly two years to emboss and print.

Your Publications Committee approved the recommendation by the Committee on Educational Research that Welchon and Krickenberger's ALGEBRA: BOOK I (Ginn, 1949), which has just been made available in both large type and Braille grade 2 (the latter in the Taylor mathematics notation), be embossed immediately in the Nemeth Code of Braille Mathematics, so

Digitized by Google

that a selected list of schools may experiment with the new notation as a basis of report on its merits by the Joint Uniform Braille Committee in presenting this code to the World Braille Council for adoption internationally for the writing of mathematical materials in Braille.

On the recommendation of the Joint Uniform Braille Committee (speaking also in behalf of the Regional Meeting of Music Teachers held in St. Louis a year ago and the Workshop of Music Teachers of the AAIB), the Publications Committee requests approval by the Board of Trustees of the adoption of the following minor changes in usage with regard to writing Braille music:

"1. To facilitate sight reading, it is recommended that the time and key signature be placed on the line below the usual music terms at the beginning, and that they be indented.

"2. Passages of vocal music containing many notes to one syllable should be enclosed by the bracket-slur."

The Board of Trustees of the Printing House is asked to approve these suggested changes, since the Printing House, by Board action at the Annual Meeting of the Trustees in 1935, was expressly directed to follow the Rodenberg KEY TO BRAILLE MUSIC NOTATION and its 1930 SUPPLEMENT in the writing of all music authorized by the Publications Committee, and the above recommendations are not provided for in these codes.

Because of the evident need for more time for the schools and classes to make recommendations of titles for publication, and of the Printing House staff for compiling, identifying and evaluating such recommendations, the Committee approved of a plan to change the date for requesting recommendations from early September with a time limit of October 15th for reply, to March 1st with a return time limit of reply of May 1st, such plan to be instituted in the spring of 1953. All recommendations received in reply to this request will be considered at the next regular meeting of the Publications Committee in the fall of 1953, with resulting approved lists of titles to be submitted to the schools and classes immediately thereafter and the finally-approved titles to be put into production promptly.

Respectfully submitted,

JOSEF G. CAUFFMAN, *Chairman*
Publications Committee

Digitized by Google

REPORT OF THE SUPERINTENDENT

November 11, 1952

To The Memers Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The twelve months since our last Annual Meeting have been extremely busy and fruitful ones for the Printing House and it gives me very real pleasure to present this report of my fifth year as your Superintendent.

As Mr. Allen has pointed out, one of the biggest achievements was the passage of the amendment to the Printing House for educational purposes. It is to be regretted that the difficulties in getting this increase authorized seemed insurmountable for such a long period and that the delay in passage came just at a time when additional books and materials of all kinds were so desperately needed by the schools and classes. The total $185,000 appropriation granted by the Congress for the current 1952-1953 year has been of inestimable help, but a further request for an increase for 1953-1954 has already been submitted to the Bureau of the Budget, and it is hoped that a total of $223,000 will be available from Federal funds next year. I am deeply grateful to the superintendents of the schools for their very effective help in presenting our requests to their Senators and Representatives, and it gives me great confidence to know that I can continue to count on your assistance at all times.

In addition to the building program being undertaken by the Executive Committee with a view to enlarging and revamping our physical plant, needed additional quarters have already been provided for the large type plate-making department through the transfer of storage of raw materials for the ink-printing department to other parts of the building, thereby releasing 450 square feet of floor space for this rapidly expanding part of our operation. Since the plate-making process has been our biggest bottleneck in this department, the provision of adequate working space for this purpose should help immeasurably in our goal to supply parallel Braille and large type editions of the books needed by the schools and classes. As a matter of fact, in the less than three to four months' time the enlarged plate-making department has been in operation, it has been possible to increase production by nearly 64 per cent over the previous entire year.

Digitized by Google

Plans are now being drawn up to move the Braille stereotyping department from next to the machineshop on the ground floor of the factory annex to the second floor of the west wing of the administration building. This space is at present being used for storage of raw materials for various departments, but as soon as the new storage annex is completed next fall, these materials can be transferred, and the embossing department removed to this convenient location, where it will be in immediate access to the Braille proofreading department and to the Braille Editor, which should greatly increase the efficiency of operation.

For the third successive year, the Printing House has conducted an operation in excess of $1,000,000. This was achieved. in spite of the fact that the additional Federal appropriation was not available until the beginning of the new fiscal year. The increased production has been mainly in the large type, tangible apparatus, Talking Book, and Braille magazine departments. The most notable increase was the doubling over the previous year of the large type printing, and in the manufacture of a number of new items of tangible apparatus. The magazine department continues to grow, and we are now currently publishing 52 Braille magazines and 3 Talking Book magazines on regular schedules.

The mechanical research department has, by and large, concentrated on the development of the relief globe on which work has progressed to a fairly advanced stage, and on what it is hoped will be the final model of the new stereotyping machine. It is expected that, as soon as this last model is finished, it will be possible to go into simultaneous production on a number of these machines. Final plans are now being worked out for the development of a new type, lightweight Braillewriter.

During the past two months, new catalogs have been issued of our large type and Talking Book publications. The former is again issued in mimeographed form, since it is still small enough to include the listing of projected publications for the information of the schools and classes. The Talking Book catalog is in the usual printed form, but all titles recorded prior to 1941 have been discarded from the listing because of poor quality of recording according to present standards. A new catalog of Braille Publications is in process and will be available early in 1953. This new catalog will omit all titles which have been embossed in Braille grade 1½. However, there is a small stock of our old 1950 catalogs on hand for the use of anyone

Digitized by Google

wishing to order grade 1½ titles, and no plates or book stocks in this grade of Braille now on hand will be discarded until it is certain that there will be no further call for them.

Although the actual conference took place within the present fiscal year, I should like to report the pleasure afforded me in being one of the American delegates to the International Conference on Blind Youth held at Bussum, Holland, July 25-August 2 last. Delegates were in attendance from thirty-four countries, and the discussions included all aspects of the education of blind children everywhere. As a final act, the Conference drew up and adopted a code of minimum essentials which should act as goals of procedure for the educators of the blind throughout the world. In addition to attendance at the Conference itself, it was possible for me to visit a number of the major institutions and agencies for the blind of Western and Northern Europe and to acquaint myself with their operations. I am greatly indebted to the Board of Trustees for making this trip possible.

In closing, may I again extend my appreciation to Mr. Allen and the other members of the Executive Committee and to the ex-Officio Trustees for their always considerable support and inspiration, and to the untiring and faithful staff members and employees without whose energetic efforts very little could be accomplished.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1950-1952

	1949-1950	1950-1951	1951-1952
Braille Publications:			
Number of Plates Streotyped	118,675	117,513	98,807
Number of Titles Embossed:			
Literary	201	297	208
Music	26	21	91
Number of Pages Printed	37,231,240	34,682,116	32,439,292
Number of Volumes Bound:			
Sewed Binding	29,547	16,274	16,442
Limited Binding	31,144	39,262	21,629
Number of Pamphlets Published:			
Pressboard Covers	40	.....	117
Jute Covers	11,951	13,125	7,405
Paper Covers	10,485	6,807	14,842
Number of Magazines Published	537,168	469,445	472,746
Number of Music Selections Published	5,905	3,056	1,410
Number of Alphabet Cards Printed	937,771	771,541	758,000
Large Print Books:			
Number of Plates	5,042	4,794	7,892
Number of Titles Published	34	41	47
Number of Pages Printed	1,618,410	1,140,865	2,378,104
Number of Books Bound	7,275	7,383	9,467
Number of Pamphlets	1,035	3,605	2,964
Talking Books:			
Number of Masters Recorded	3,952	3,221	4,297
Number of Books Recorded	100	77	122
Number of Magazines Recorded	24	24	26
Number of Records Pressed	379,765	384,291	420,176
Number of Albums Made (Limited)	435	268	695
Number of Talking Book Cartoons Made:			
Black Fibre	20,672	22,803	23,066
Number Reproducers Made	.....	98	96
Tangible Apparatus Manufactured:			
Maps (Dissected)	16	12	10
Slates	4,007	4,157	2,937
Styluses	.....	14,431	6,750
Braillewriters:			
New Hall	462	442	437
Marburg	100	.....	.....
Braillewriter Cases	325	421	250
Spelling Frames and Words (sets)	.....	441	.....
IMOUT Games	.....	.....	146
Constructo Sets	.....	.....	99
Graphic Aids to Mathematics	.....	.....	34
Mitchell forms	.....	.....	99
Braille Clock Faces	.....	.....	93

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1951 to June 30, 1952

To Whom Paid	For What Purpose	Amount
Miller Paper Co.	Paper	$ 3,369.52
American Zinc Products Co.	Zinc Plate Blanks	532.22
Cerlox, Inc.	Bindery Supplies	588.62
National Starch Products	Bindery Supplies	107.37
Payroll, Sept. 10-22, 1951	Services	3,982.14
Southern Litho Plate & Supply Co.	Large Type Supplies	79.20
Cercla, Inc.	Bindery Supplies	297.03
Miller Paper Co.	Paper	1,635.06
American Zinc Products Co.	Zinc Plate Blanks	719.09
Payroll, Sept. 1-29, 1951	Services	1,863.33
Payroll, Sept. 24-Oct. 6, 1951	Services	3,930.78
Arabol Manufacturing Co.	Bindery Supplies	57.56
Payroll, Oct. 8-20, 1951	Services	4,028.11
Carter Dry Goods Co.	Bindery Supplies	24.30
Miller Paper Co.	Paper	2,925.03
Payroll, Oct. 1-31, 1951	Services	1,684.17
Payroll, Oct. 22-Nov. 3, 1951	Services	4,150.52
Payroll, Nov. 5-17, 1951	Services	4,163.11
Carter Dry Goods Co.	Bindery Supplies	18.60
Payroll, Nov. 1-30, 1951	Services	1,988.34
Payroll, Nov. 19-Dec. 1, 1951	Services	4,171.33
William J. McLaughlin Co.	Bindery Supplies	92.65
Payroll, Dec. 3-15, 1951	Services	4,217.72
Miller Paper Co.	Paper	2,034.62
Payroll, Dec. 1-31, 1951	Services	1,684.19
Payroll, Dec. 17-31, 1951	Services	4,003.76
Payroll, Jan. 1-12, 1952	Services	3,890.51
McKinley Litho Supply Co.	Large Type Supplies	58.80
Carter Dry Goods Co.	Bindery Supplies	18.60
Southern Litho Plate & Supply Co.	Large Type Supplies	196.80
Varn Products Co.	Large Type Supplies	34.15
Western Litho Plate & Supply Co.	Large Type Supplies	95.92
Payroll, Jan. 14-26, 1952	Services	4,029.04
Payroll, Jan. 1-31, 1952	Services	1,988.34
Payroll, Jan. 28-Feb. 9, 1952	Services	3,944.07
Miller Paper Co.	Paper	2,222.14
Payroll, Feb. 11-23, 1952	Services	3,981.29
Payroll, Feb. 1-29, 1952	Services	1,684.16
Cercla, Inc.	Bindery Supplies	229.17
American Zinc Products Co.	Zinc Plate Blanks	740.56
Payroll, Feb. 25-Mar. 8, 1952	Services	3,896.09
Payroll, Mar. 10-22, 1952	Services	3,963.83
Payroll, March 1-31, 1952	Services	1,176.67

Digitized by Google

[illegible]	[illegible]
[illegible]	[illegible]
Zinc Plate [illegible]	[illegible]
Binder [illegible]	16.50
Large Type [illegible]	24.41
Binder [illegible]	105.11
[illegible]	[illegible]
[illegible]	1,954.10
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
Zinc Plate Etch	1,026.00
Paper	2,463.30
Binder Supplies	76.38
Binder Supplies	161.70
Large Type Supplies	305.52
Binder Supplies	24.55
Large Type Supplies	156.31
Brailler Parts	25.00
Large Type Supplies	94.00
Large Type Supplies	89.95
Paper	2,900.53
Services	317.78
Paper	2,214.00
Bindery Supplies	254.95
Tangible Apparatus Supplies	80.91
Tangible Apparatus Supplies	658.58
Bindery Supplies	441.41
Bindery Supplies	126.21
Paper	2,593.68
Brailler Parts	24.73
Bindery Supplies	72.76
Bindery Supplies	41.64
Bindery Supplies	229.17
Large Type Supplies	538.62
Bindery Supplies	72.92
Paper	2,894.26
Iron Plate Blanks	202.55
Services	3.61
GRAND TOTAL	$125,000.00

Digitized by Google

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

JULY 1, 1951 TO JUNE 30, 1952

RECEIPTS:			
The Act "To Promote the Education of the Blind"		$125,000.00	
Sale of Materials to Other Agencies		522,443.06	
Reader's Digest Fund Donations		253,483.07	
Sale of Scrap		494.82	
Investment Income		4,561.64	
Collection of Interest Purchased		330.13	
Donation to Research Fund		2,000.00	
Total Receipts			$ 908,312.72
Cash Balance July 1, 1951			114,108.71
TOTAL CASH TO ACCOUNT FOR			$1,022,421.43
DISBURSEMENTS:			
Salaries and Wages	$414,900.29		
Materials	196,075.60		
Manufacturing Expense	42,085.14		
Campaign Expense	39,823.77		
Shipping Expense	21,997.12		
Research and Experimentation	2,641.91		
General Overhead Expense	29,263.14		
Administrative and Office Expense	17,109,45		
Employment Retirement Program	19,161.00		
Payroll Taxes	5,268.91		
Total Operating Disbursements		$788,326.33	
Equipment Purchased	$ 22,759.05		
Investments of Reader's Digest Fund	125,000.00		
Interest Purchased	997.99		
Total		$148,757.04	
		$937,083.37	
Less: Cash Discount		3,131.14	
Total Disbursements			933,952.23
CASH BALANCE — JUNE 30, 1952			$ 88,469.20
Consisting Of:			
Cash in Office	$ 250.00		
Cash in General Fund Account	71,979.18		
Cash in Reader's Digest Fund Account	16,240.02	$ 88,469.20	

We hereby certify that the foregoing Financial Statement as of June 30, 1952, and the accompanying summary of cash receipts and disbursement for the period July 1, 1951 to June 30, 1952, prepared by us, are correctly drawn and in our opinion present the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1952.

WILLIAM COTTON COMPANY
Certified Public Accountants
By T. H. Dowell, C.P.A.

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

AS OF JUNE 30, 1952

ASSETS			
Current:			
Cash		$ 58,010.02	
Accounts Receivable		113,497.35	
Inventories —			
Finished Stock	$206,053.48		
Goods in Process	82,252.83		
Materials	57,936.46	346,242.77	
TOTAL CURRENT ASSETS			$ 517,750.14
Deferred Charges:			
Supplies and Prepaid Insurance			16,519.88
Properties:			
Land		$ 11,907.03	
Buildings		301,032.92	
Machinery		214,760.64	
Office Equipment		19,046.55	
TOTAL		$546,747.14	
Less: Accumulated Depreciation		190,060.16	
TOTAL PROPERTIES			$ 356,686.98
TOTAL OPERATING ASSETS			$ 890,957.00
Special Restricted Funds:			
Endowment Fund Cash	$ 183.00		
Endowment Fund Investments	2,000.00	2,183.00	
Reader's Digest Fund Cash	$ 16,240.02		
Reader's Digest Fund Investments	118,860.39	135,100.41	
Building & Extension Fund Investments		352,765.16	
Research Fund Cash		14,834.01	
Total Special Restricted Funds			504,882.58
TOTAL ASSETS			$1,395,839.58

Digitized by Google

LIABILITIES		
Current:		
Accounts Payable	$ 23,171.09	
Deferred Credits:		
Deferred and Unallocated Income	3,343.63	
TOTAL LIABILITIES		$ 26,514.72
NET WORTH		
General Fund:		
Capital Investment	$504,935.78	
Reserve for Contingencies	359,506.50	
TOTAL NET WORTH — GENERAL FUND		$ 864,442.28
Special Restricted Funds:		
Endowment Fund	$ 2,183.00	
Reader's Digest Fund	487,865.57	
Research Fund	14,834.01	
TOTAL NET WORTH — SPECIAL RESTRICTED FUNDS		$ 504,882.58
TOTAL NET WORTH AND LIABILITIES		$1,395,839.58

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1952, according to the law of Congress approved March 3, 1879; June 25 1906; August 4, 1919; December 22, 1927; and August 23, 1937, entitled "An Act to Promote the Education of the Blind":

	January 1951 No. of Pupils	Amount of Quota for the Year Ending June 30, 1952
Alabama Institute for the Deaf and Blind, Talladega, Alabama	225	$ 4,576.89
Arizona State School for the Deaf and Blind, Tucson, Arizona	34	691.62
Arkansas School for the Blind, Little Rock, Arkansas	122	2,481.69
Atlanta Public Schools, Department for the Blind, Atlanta, Georgia	12	244.10
Battle Creek Public Schools, Classes for the Blind, Battle Creek, Michigan	12	244.10
Buffalo Board of Education, Classes for the Blind, Buffalo, New York	26	528.88
California School for the Blind, Berkeley, California	162	3,295.36
Chicago Public Schools, Department for the Blind, Chicago, Illinois	86	1,749.38
Cincinnati Public Schools, Board of Education, Cincinnati, Ohio	37	752.64
Cleveland Public Schools, Department for the Blind, Cleveland, Ohio	71	1,444.26
Colorado School for the Deaf and Blind, Colorado Springs, Colorado	62	1,261.18
Connecticut School for the Blind, Hartford, Connecticut	61	1,240.84
Dearborn Public Schools, Department for the Blind, Dearborn, Michigan	8	162.73
Detroit Public Schools, Braille and Sight-Saving Department, Detroit, Michigan	117	2,379.98

Digitized by Google

	January 1951 No. of Pupils	Amount of Quota for the Year Ending June 30, 1952
Diamond Head School, Honolulu, Hawaii	12	244.10
District of Columbia Public Schools, Department Special Classes for Exceptional Children, Washington, D. C.	12	244.10
Duluth Board of Education, Department for Blind and Sight-Saving, Duluth, Minnesota	11	223.75
Elizabeth Public Schools, Board of Education, Elizabeth, New Jersey	11	223.75
Florida School for the Deaf and Blind, St. Augustine, Florida	55	1,118.80
Georgia Academy for the Blind, Macon, Georgia	159	3,234.34
Grand Rapids Public Schools, Braille and Sight-Saving Department, Grand Rapids, Michigan	6	122.05
Hackensack Public Schools, Classes for the Blind, Hackensack, New Jersey	10	203.41
Hawthorne School District, Classes for the Blind, Hawthorne, California	5	101.71
Idaho State School for the Deaf and Blind, Gooding, Idaho	18	366.15
Illinois School for the Blind, Jacksonville, Illinois	180	3,661.51
Indiana School for the Blind, Indianapolis, Indiana	123	2,502.03
Institute Puertorriqueno De Ninos Ciegos, Santurce, Puerto Rico	67	1,362.90
Iowa Braille and Sight-Saving School, Vinton, Iowa	111	2,257.93
Iowa School for the Deaf, Department for the Deaf-Blind, Council Bluffs, Iowa	6	122.05
Jackson Public Schools, Braille and Sight-Saving Department, Jackson, Michigan	4	81.36
Jersey City Public Schools, Classes for the Blind, Jersey City, New Jersey	6	122.05
Kansas School for the Blind, Kansas City, Kansas	63	1,281.53
Kentucky School for the Blind, Louisville, Kentucky	123	2,502.03

Digitized by Google

	January 1951 No. of Pupils	Amount of Quota for the Year Ending June 30, 1952
Lavelle School for the Blind, New York, New York	47	956.06
Long Beach Public Schools, Classes for the Blind, Long Beach, California	13	264.44
Los Angeles Public Schools, Schools for the Blind and Sight-Saving, Los Angeles, California	141	2,868.19
Louisiana State School for the Blind, Baton Rouge, Louisiana	67	1,362.90
Louisiana State School for Blind Negroes, Southern Branch Post Office, Baton Rouge, Louisiana	44	895.04
Maryland School fo rthe Blind, Overlea, Maryland	114	2,318.96
Michigan Employment Institution for the Blind, Saginaw, Michigan	8	162.73
Michigan School for the Blind, Lansing, Michigan	130	2,644.43
Milwaukee Public Schools, Department for the Blind, Milwaukee, Wisconsin	28	569.57
Minneapolis Public Schools, Department for Sight-Saving and Braille, Minneapolis, Minnesota	37	752.64
Minnesota Braille and Sight-Saving School, Faribault, Minnesota	87	1,769.73
Mississippi School for the Blind, Jackson, Mississippi	99	2,013.83
Missouri School for the Blind, St. Louis, Missouri	148	3,010.58
Montana School for the Deaf and Blind, Great Falls, Montana	23	467.86
Montclair Public Schools, Department for the Blind, Montclair, New Jersey	3	61.03
Nebraska School for the Blind, Nebraska City, Nebraska	36	732.30
Newark Public Schools, Braille and Sight Conservation Classes, Newark, New Jersey	29	589.91
New Jersey Commission for the Blind, Newark, New Jersey	137	2,786.82
New Mexico School for the Blind, Alamogordo, New Mexico	66	1,342.55

Digitized by Google

	January 1951 No. of Pupils	Amount of Quota for the Year Ending June 30, 1952
New Orleans Public Schools, Classes for the Blind, New Orleans, Louisiana	4	81.37
New York Public Schools, Bureau for the Education of the Visually Handicapped, Brooklyn, New York	128	2,603.74
New York Institute for the Education of the Blind, New York, New York	179	3,641.17
New York State School for the Blind, Batavia, New York	155	3,152.97
North Carolina School for the Blind and Deaf, Raleigh, North Carolina	295	6,000.81
North Carolina State Commission for the Blind, Rehabilitation Center, Raleigh, North Carolina	44	895.04
North Dakota School for the Blind, Bathgate, North Dakota	31	630.59
Ohio State School for the Blind, Columbus, Ohio	177	3,600.49
Oklahoma School for the Blind, Muskogee, Oklahoma	75	1,525.63
Oklahoma Consolidated Negro Institution, Taft, Oklahoma	7	142.39
Orange County Board of Education, Classes for the Blind, Santa Ana, California	4	81.37
Oregon State School for the Blind, Salem, Oregon	51	1,037.43
Overbrook School for the Blind, Philadelphia, Pennsylvania	238	4,841.33
Paterson Public Schools, Department for the Blind, Paterson, New Jersey	8	162.73
Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts	241	4,902.36
Royer Greaves School for the Blind, Paoli, Pennsylvania	54	1,098.54
Sacramento City Unified School District, Classes for the Blind, Sacramento, California	5	101.71
St. Cloud Public Schools, Department for the Blind, St. Cloud, Minnesota	5	101.71
South Carolina School for the Deaf and Blind, Spartanburg, South Carolina	87	1,769.73

Digitized by Google

	January 1951 No. of Pupils	Amount of Quota for the Year Ending June 30, 1952
South Dakota School for the Blind, Gary, South Dakota	36	732.30
Tennessee School for the Blind, Nashville, Tennessee	138	2,807.16
Texas School for the Blind, Austin, Texas	176	3,580.15
Texas Blind, Deaf and Orphan Schools, Austin, Texas	94	1,912.12
Utah School for the Deaf and Blind, Ogden, Utah	32	650.94
Virginia School for the Deaf and the Blind, Staunton, Virginia	122	2,481.69
Virginia State School, Hampton, Virginia	49	996.75
Washington State School for the Blind, Vancouver, Washington	73	1,484.95
Western Pennsylvania School for the Blind, Pittsburgh, Pennsylvania	142	2,888.53
West Virginia State School for Deaf and Blind, Romney, West Virginia	70	1,423.92
West Virginia Schools for Colored Deaf and Blind, Institute, West Virginia	15	305.13
Wisconsin School for the Visually Handicapped, Janesville, Wisconsin	127	2,583.40
Youngstown Public Schools, Department for the Blind, Youngstown, Ohio	9	183.08
Per Capita $20.34174	6,145	$125,000.00

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google


Digitized by Google

HV
1667
.A51
A2
1952-53

EIGHTY-FIFTH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1953

Google
UNIVERSITY OF MICHIGAN
GENERAL LIBRARY

Digitized by Google

EIGHTY-FIFTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1953

Digitized by Google

OFFICERS FOR 1952-1953

●

President

CHARLES W. ALLEN

Vice-President

ROBERT LAMBERT

Secretary and Supertintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

EGBERT N. PEELER, *Chairman*

V. R. CARTER
W. J. FINCH
PAUL J. LANGAN
J. M. WOOLLY

Educational Research Committee

DR. ROBERT H. THOMPSON, *Chairman*

JOHN C. LYSEN
D. W. OVERBEAY
DR. NEAL F. QUIMBY
EDWARD J. WATERHOUSE

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
WILLIAM C. DABNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:15 p.m., November 10, 1953, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. Charles W. Allen, President, Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Mr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. J. McFerran Barr, Louisville, Kentucky.

Dr. A. L. Brown, Superintendent, Colorado School for the Deaf and the Blind, Colorado Springs, Colorado.

Dr. J. E. Bryan, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. William C. Dabney, Louisville, Kentucky.

Mr. Stuart F. Duncan, Louisville, Kentucky.

Mr. W. J. Finch, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. Leo J. Flood, Superintendent, Illinois School for the Blind, Jacksonville, Illinois.

Mr. W. Crabin Gill, Superintendent, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mrs. Marion H. Grew, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. Frank Johns, Jr., Superintendent, Connecticut School for the Blind, Hartford, Connecticut.

Mr. Robert Lambert, Vice-President; Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. J. C. Lysen, Superintendent, Minnesota Braille and Sight-Saving School, Faribault, Minnesota.

Digitized by Google

Mr. J. B. McFerran, Louisville, Kentucky.

Mr. D. W. Olson, Jr., Superintendent, Kansas School for the Blind, Kansas City, Kansas.

Mr. D. W. Overbeay, Superintendent, Iowa Braille and Sight Saving School, Vinton, Iowa.

Mr. Eber L. Palmer, Superintendent, New York State School for the Blind, Batavia, New York.

Mr. Egbert N. Peeler, Superintendent, North Carolina School for the Blind and the Deaf, Raleigh, North Carolina.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Visually Handicapped, Alamogordo, New Mexico.

Mr. W. G. Scarberry, Superintendent, Ohio State School for the Blind, Worthington, Ohio.

Mr. Hugo S. Schunhoff, Superintendent, West Virginia School for the Deaf and the Blind, Romney, West Virginia.

Dr. Robert H. Thompson, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. John M. Wallace, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Mr. Edward J. Waterhouse, Director, Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts.

Mr. E. J. Wood, Superintendent, Tennessee School for the Blind, Donelson, Tennessee.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The Reports of the Executive Committee, Publications Committee, Educational Research Committee, and Superintendent were read and approved, and ordered published in the Annual Report as noted on pages 7, 10, 14, and 16 respectively.

The committee to study the possibilities of expanding the services of the American Printing House for the Blind under the Act "To Promote the Education of the Blind" to include blind children not enrolled by the residential or public school classes for the blind, which the President had been directed to appoint by the Trustees at the meeting in 1952, reported that, at a meeting between members of the Committee, Superintendent Davis, and representatives of the Department, they had presented the ques-

Digitized by Google

tion to the Legal Division of the Federal Department of Health, Education and Welfare, and had been advised that it was the opinion of the Department's legal counsel that, under the present law, it was possible for the Printing House to furnish books and materials on quota accounts to the residential schools and organized public school classes for the blind only. In view of this opinion, the committee recommended that the Board of Trustees of the Printing House recognize the need for a solution to the problem, and pending the passage of proper legislation, directed that:

> "Superintendents of residential schools and organized classes for the blind should continue to loan books, etc., to individual students within the limits of the funds, books, etc., available to them from the Printing House under quota accounts; and, further,
>
> "The Superintendent of the American Printing House for the Blind should continue study of the problems with a view to obtaining, at the proper time, the necessary legal changes to the present law, if and when necessary."

In keeping with the motion, approved at the 1952 Annual Meeting, instructing the Superintendent to make a study of the Constitution and By-Laws of the institution to determine what steps, if any, might be necessary to provide for an orderly rotation of membership on the Publications Committee, and to report on his findings and make recommendations at the next Annual Meeting, the Superintendent presented the following report and recommendation, which were approved:

> "In view of the fact that the present By-Laws of the institution require the election of the entire Publications Committee by the Board of Trustees every two years, and, inasmuch as any change in the By-Laws must be made at a regular or special meeting of the Board, the call for which must contain the proposed change and must be sent to the Trustees 60 days prior to the meeting, it is recommended that:
>
> "The call for the 1954 Annual Meeting should include a proposal for changing the By-Laws of the American Printing House for the Blind whereby the five members of the Publications Committee elected at the 1954 Annual Meeting should organize, select their own Chairman, and decide among themselves the terms of office of the individual members for one to five years; that thereafter one member only should be elected each year for a term of five years, with the further proviso that no member would be eligible to immediately succeed himself."

Digitized by Google

With regard to a similar motion passed at the 1952 Annual Meeting, requesting provision of an orderly rotation of membership on the Educational Research Committee, it was recommended that a suitable resolution be prepared for presentation at the 1954 Annual Meeting establishing procedure for the election and rotation of committee membership of this Committee.

It was reported by the Superintendent that the American Association of Workers for the Blind had adopted a Code of Ethics setting up principles and standards for public relations and fund raising of agencies for the blind. He stated that he had served as a member of the AAWB committee which had drawn up the code and that he felt it was a good thing for agencies for the blind as well as the blind themselves. He further reported that, in order for the Printing House to be awarded the Seal of Good Practice, it would be necessary to make application and file with the Committee on Ethics information concerning the methods of fund raising, use of funds, public relations, and services of the institution and requested approval of the Board to supply such necessary information concerning Printing House operations. Upon motion, the request was approved.

The following officers were elected for one year:

Mr. Charles W. Allen, President

Mr. Robert Lambert, Vice-President

Mr. F. E. Davis, Secretary

First National Bank of Louisville, Treasurer

Upon motion, duly seconded, the Superintendent was re-elected for a period of two years.

There being no further business, the meeting adjourned.

Respectfully submitted,

F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

November 10, 1953

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

At the Annual Meeting a year ago, your Executive Committee announced that plans were under way for the erection of two new buildings, one to be used primarily for the storage of raw materials, as well as Braille and large type printing plates and Talking Book masters and mothers, the other to be designed to house expanded administrative offices, a new recording studio, Board room, library, storage for finished stock, and adequate space for our rapidly growing magazine department. During the past year, a two-story structure has been erected to the rear of the manufacturing annex, and is now in use with the exception of the manufacture and installation of the metal racks for the storage of printing plates and Talking Book masters and mothers. The finished cost of the storage annex will be approximately $75,000. Plans for razing the present east storage wing, and replacing it with a new and larger building, are still in the formative stage, but it is hoped that work on this large unit will begin shortly after the first of the year.

In keeping with the action of the Board at the meeting last year, your President appointed the following committee of superintendents to study further the resolution passed by the Board in 1949 relative to expanding the services of the American Printing House for the Blind to include the numerous children not now enrolled in "public educational institutions for the blind" as required by the Federal Act:

Dr. M. E. Frampton, Chairman
Mr. W. E. Allen, Co-Chairman
Mr. Francis M. Andrews
Dr. J. E. Bryan
Mr. Leo J. Flood

A report of the activities of this Committee to date will be made elsewhere in this meeting.

Digitized by Google

Approximately $25,000 worth of new machinery and equipment has been acquired or authorized for purchase during the past few months as follows:

Modern office dictating equipment	$ 550
Multigraph machine with automatic feed	1,800
Machine-shop equipment	3,800
Bindery equipment	1,200
Talking Book pressing equipment	14,000
Electric fork-hook hoist truck for new warehouse	3,400

While the first two items on the list will replace wornout or outmoded equipment, all of the others represent additions to our facilities which should aid considerably in increasing our output of materials.

During the year, there have been several changes in staff personnel, on which Mr. Davis will report. I should like to report, however, that, in accordance with the recommendation of your Committee on Educational Research at the meeting last year, a full-time Director of Educational Research has been hired, effective September 1st of this year. Mr. Samuel C. Ashcroft comes to his work with a thorough background knowledge of our specialized field of research, having been Principal of the Iowa Blind and Sight Saving School for two years, and for three years previous to that a teacher in the Department for Exceptional Children of the Battle Creek, Michigan, Public Schools, which also has a Class for the Blind. In addition, for the past year, Mr Ashcroft has been studying towards his Ed. D. degree at the University of Illinois, specializing in research on the education of the blind. We are most fortunate in obtaining the services of a young man with his abilities and energy.

Again, I am happy to report an increase in the amount of donations to the institution. During the past 1952-1953 fiscal year, a total of $297,402.22 was received in contributions, representing an increase of approximately $40,000 over the amount received the year before.

We have been fortunate recently to have added to our Board of Trustees, to fill a vacancy on the Executive Committee, Mr. John B. McFerran, Jr. He has been a resident of Louisville all his life and stands very high in our community. I know that he will prove a valuable addition to the Board.

Digitized by Google

As always, may I express to the ex-officio members of the Board of Trustees the very great appreciation of your Executive Committee for the services you give to the Printing House, and particularly do I want to express our pleasure in the attendance of such a large group of superintendents at this meeting. I do not believe that so many Board members have met in Annual Meeting before in the history of the Printing House. And to you, Mr. Davis, may I extend our sincere congratulations on your election as Chairman of the Board of Governors of Lions International, as well as for your effective services as Superintendent of the Printing House. I believe you will all agree that we have the right man in Mr. Davis.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

November 10, 1953

MR. CHAIRMAN AND MEMBERS OF THE
BOARD OF TRUSTEES:

Out of a total of 251 titles embossed during the 1952-1953 fiscal year, 145 were produced for the schools and classes for the blind. Of this 145 books, 85 comprised basic textbooks, 56 were library books and juvenile fiction, and 4 were special books ordered by individual schools. All of the books approved at the meeting of the Committee last year which received the required number of tentative orders have been completed, with the exception of about 10 juvenile titles which will require less than 500 Braille pages and which will be completed in less than a month's time, plus 5 titles on home economics.

This is probably the first time in many years that the Braille department has been able to complete all of the assignments from the Committee during the year. It is true, of course, that a large part of the library books and fiction titles have not been delivered to the schools, although almost without exception all of the basic texts have been shipped. The reason for the delay in printing and binding the non-text materials has been the overwhelming number of orders from the schools and classes for textbook reprints during the spring, summer, and fall months, which has completely swamped the printing, binding and shipping departments. It was felt that the schools would prefer to receive their basic text materials first, and so the finished plates for the library books and fiction titles are just now being sent to press for delivery during the next two months. For the record, the plates for a total of 66 such finished titles are at present being held in the plate vault ready for printing.

Production in the large type department has continued on the same increased level achieved during the latter part of last year, following the enlargement of the large-type plate-making department. Fifty-six new titles, plus numerous reprints, representing nearly 3,700,000 pages, were produced during the year, as compared to approximately 2,400,000 pages for the previous fiscal year—an increase of more than 50 per cent. In addition to increased production, considerable emphasis has

Digitized by Google

been placed on improving the quality of printing and the attractiveness of the books themselves, including the introduction of a silk-screen process for printing the covers in varied colors to match the covers of the regular ink-print books from which our large type books are reproduced. As is the case with the Braille department, all textbooks assigned for publication by the Committee last year have been put into production, although delivery on a large number of the new titles is being delayed because of the necessity for making reprints.

Last year, the Committee approved a list of approximately 30-50 titles for submission to the schools for tentative orders for recording. Of this list, 14 titles received sufficient orders to authorize publication, and all of these books have been recorded. In connection with the recording of juvenile titles, it should be noted that the Library of Congress has purchased copies of all thus far produced. It is to be hoped that the Library will award the Printing House a number of Talking Book titles of juvenile interest on its own authority, thus increasing our catalog of this type of publication. If this situation does develop, the Printing House should consult with the Library to the end that there will be no duplication of titles of juvenile interest as between the Library and the Printing House should the Library elect to award titles at this age level to the Foundation for recording.

To conclude the record of production for the past year, the problems of Braille music should not be overlooked. Approximately 1,900 pages of new music plates were embossed during the year, and most of these are now in the process of being printed. At the present time, the music approved for embossing is of a highly difficult nature, such as Bach's LITURGICAL YEAR for the organ, some ten or fifteen method books for various wind and stringed instruments, orchestra folios, and the like. Music of this type takes from three to four times as long to emboss and proofread as ordinary piano, vocal and choral selections, and they require the most highly skilled of embossers and proofreaders—whose services are difficult to obtain. The problems of Braille music embossing are among the most baffling to solve which we face at the present time. For the present, we have been able to secure adequate efficient Braille music proofreaders; what we need are skilled Braille music embossers. It must be recognized that the costs of music embossing are necessarily extremely high, and the only way to increase production of needed new

Digitized by Google

music is to accept the costs involved and proceed to try to make available an adequate number of new selections each year.

In making plans for next year, the Committee studied the list of books recommended by the schools and classes and made tentative plans as follows:

1. The major portion of the books recommended for Brailling last spring will be submitted to the schools and classes within the next few weeks for tentative orders. It is anticipated that replies will be received promptly, and that the Printing House will proceed to emboss such titles as receive the minimum requirement of orders from 5 schools for a total of 20 copies. The subject fields included are as follows: foreign languages, science, English literature, basic readers, story readers, social studies readers, health and hygiene, history and geography, and psychology. It should be noted that this list is larger than the one last year. During the past four or five years we have been in the process of embossing new titles for all subjects in the elementary grades to replace the titles which were in Braille grade 1½. We have now reached the point where we should begin a second cycle in order to have new titles embossed on a regular schedule. It is not anticipated that new titles will be embossed in all of the fields listed above, but books will be Brailled in the order of popularity. Particular attention will be given to foreign languages, science, high school literature, and readers.

2. During the past year, a number of favorite classics which have always been available in Braille grade 1½ were reembossed in grade 2 Braille. The Committee has requested the Printing House to select more of the classics for reembossing, such a list to be submitted to the schools and classes on tentative orders as usual.

3. It was agreed that all of the recommended library books which were double starred in THE CHILDREN'S CATALOG would be presented to the schools and classes on tentative order lists. It is anticipated that all books which meet the minimum requirements for manufacturing will be embossed.

Digitized by Google

4. In like manner, all books that are double starred in THE CHILDREN'S CATALOG will also be presented on tentative order lists for publication in large type.

5. The list of books recommended for recording was much smaller this year than in 1952. The Committee felt that it would be advisable to select the best titles from the new list and some from the unfinished 1952 list in order to have a balanced program of recording.

6. The entire list of music requested last spring will be submitted to the schools for tentative orders. In addition to this list, there will be added all music selections which were requested by the Music Workshop group of the AAIB.

7. Your Committee felt that it would be advisable to again ask the schools for new recommendations during the spring months. This was done last spring and the procedure seems to be better than the former practice. It is expected that the requests for recommendations will be sent to the schools about the first of March, and that their replies will be received about the first of May.

Respectfully submitted,

EGBERT N. PEELER, *Chairman*

Digitized by Google

REPORT OF THE COMMITTEE ON EDUCATIONAL RESEARCH

November 10, 1953

MR. ALLEN AND MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE FOR THE BLIND:

The Educational Research Committee met in the office of the Superintendent at 3:30 p.m., Sunday, November 8, and the members present were:

J. C. Lysen, Minnesota
Donald W. Overbeay, Iowa
Edward J. Waterhouse, Massachusetts
Robert H. Thompson, Missouri, Chairman

In addition to routine business, the Committee passed a resolution indicating the Committee's appreciation for the splendid initial impetus given its work by Miss Hooper while she was acting as Director of Research Projects, and another resolution concurring in the selection of Mr. Ashcroft as the current full-time Director of Research and assuring him of our pleasure and confidence in his new assocation with us.

One project actually under way is the experimental use of The Nemeth Code of Braille Mathematics in the algebra classes of 13 schools for the blind. A second project, the development of a Talking Book course in typing, was completed and the results have proved popular.

The Committee recommended that those in our field of work should recognize that the Department is young and the new Director and his research staff are at present synonomous terms. It cannot possibly satisfy many requests for studies and advice immediately. Accordingly, the Committee requests that all projects be submitted to the Committee for evaluation and approval before they are assigned to the Director.

Another recommendation was that superintendents refer all research questionnaires regarding educational matters to the Director for his information and advice to the end that there will be an improvement in the quality of studies and a concentration on the most worthy ones.

Digitized by Google

It was also recommended that the Committee undertake to request a joint national conference among groups conducting research in this field under the call of one of the more established research foundations, such as the American Foundation for the Blind. The purpose would be to have these research groups become cognizant of each other and their special interests, opening the way to the efficient utilization of all resources on a constructive level.

The Director was commissioned by the Committte to continue to push the unfinished work initiated by Miss Hooper and to embark on a new investigation in his own right to develop an objective method of analysing the difficulties of Braille reading. The Director was asked to prepare a research plan for this problem which would indicate the methods, scope, resources, objectives, and possible cost of the project as a preliminary.

We believe the work of this new department is off to a good start, and express our appreciation to the Board of Trustees of the Printing House for its establishment of this department.

Respectfully submitted,

ROBERT H. THOMPSON, *Chairman*

Digitized by Google

REPORT OF THE SUPERINTENDENT

November 10, 1953

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

It gives me great pleasure to present this report of the activities of the Printing House for the 1952-1953 fiscal year:

Production

The overall production of the entire plant for the year did not exceed to any great degree that of the previous year, principally due to a reduction in contracts for both Braille and Talking Books from the Library of Congress. However, while approximately 4 per cent fewer Talking Books were manufactured during the year, the number of Braille volumes and pamphlets was increased by approximately 20 per cent, Braille magazines by 8 per cent, Braille music selections by nearly 50 per cent, and large type publications by approximately 35 per cent. The increase in Braille and large type production has been due in the main to the increased demand for such materials from the schools and classes for the blind, due in turn to their increased pupil loads and the greater need for basic textbooks and teaching materials. Never in the history of the Printing House have the annual book orders sent in during last spring and summer been so large; thus, it is with very real pride that we can report that 20,389 Braille volumes and pamphlets and 3,500 large type books were manufactured during the first three months of the current 1953-1954 fiscal year for delivery to the schools and classes in time for school opening. The 20,389 Braille books and 3,500 large type books amount to 30.4 per cent of the total Braille production and 26 per cent of the total large type production for 1952-1953.

In addition to increasing production in the Braille and large type departments, considerable stress has been laid on improving the quality of these materials, particularly large type books. Better reproduction of the print copy has been achieved, and a silk-screen process has been adopted for printing the covers of large type books in various colors similar to the original ink-print texts. As reported by Mr. Allen, several thousand dollars'

Digitized by Google

worth of new equipment and machinery have been, or are being, purchased for the machineshop, bindery, and Talking Book departments which will greatly increase the quality and efficiency of production. In the Braille plate-making department, tests were conducted looking to the substitution of aluminum plates for the usual zinc plates, and several thousand pounds of such plates have been ordered. It is felt that the aluminum plates will be less costly in the long run, because of their lighter weight and easier handling in the embossing operation as well as storage, and that this material may possibly hold up better than zinc under heavy usage. The possibility of using aluminum as well as zinc will also help ease the periodic shortage of plate material due to frequent strikes at the zinc rolling mills, which have resulted in our receipt of only minimum allotments of plates for many months and thus prevented stockpiling against shortages cause by such strikes.

Change in Personnel

A number of changes in staff personnel have occurred in recent months. Mr. Allen has reported on the appointment of Mr. Samuel C. Ashcroft as Director of Educational Reseach. It is with regret that I must report that, effective June 1st, Mr. William B. Watkins, who has been Production Engineer and head of the Talking Book Department for the past fifteen years, resigned to go into private business. Mr. Richard M. Lee, who has headed our technical research for the past seven years, was advanced to the position of Production Engineer. The Talking Book studio has been reorganized to provide for a studio manager and a literary advisor or supervisor, both to work under the supervision of Mr. Lee. Because of the very great increase in magazine publication, both Braille and Talking Book, during the past several years, it has been found necessary to set up a separate magazine department. Miss Hazel V. Maffet, secretary to the Superintendent, has been placed in charge of this phase of our work. The duties of our other three staff members—Miss Marjorie S. Hooper as Braille and Large Type Editor and advisor on fund-raising, Mr. Virgil Zickel as Plant Manager, and Miss Jane T. Kent as Office Manager—remain unchanged.

Technical Research and Production of Tangible Apparatus

For the past several years, much attention has been given to the expansion of our tangible apparatus department, and to the

Digitized by Google

production of new mechanical aids and the improvement of long-time catalog items. Work along these lines has taken two forms:

Research and production projects which have been completed entirely through the endeavors or under the supervision of our own personnal;

The establishment of agreements with outside inventors or other agencies for the adaptation, development, and/or production of new items of tangible apparatus.

a. Items which have been developed exclusively through the efforts of our own personnel, and on which work has been conducted the past year, are as follows:

Cubarithm Slate—This apparatus consists of a type frame made of red semirigid vinyl with square holes. The frame is so designed that it can be used as an arithmetic slate employing either Braille cubes or Arabic type (both made of hard yellow plastic) or as a pegboard employing hard blue plastic square pegs. The slate itself is produced at the Printing House, but the type and pegs are manufactured to our specifications by a commercial concern. The first lot of type frames and type have been completed and a number of sets delivered to the schools and classes.

Aluminum Slates—During recent months, Government restrictions cut off the supply of German silver for civilian use. This is the nickel alloy which we have used for many years in the manufacture of all our Braille slates. We, therefore, turned to aluminum, and are now manufacturing slates from this material. Aside from their lighter weight, the new slates have the advantage of not having to be made of a shiny material, with its accompanying evils of excessive reflection and lack of contrast of colors. The first lot, which were pocket slates, were finished in black, but in the future it is planned to make them of a number of different colors (similar to the brightly colored aluminum drinking glasses now found on the market), which should add to their attractiveness for children.

New Stylus Points—Heeding the complaints of many of the schools and blind individuals that our stylus points were easily bent or broken and did not produce uniformly good dots, we developed a new type point which is sturdy in design and produces excellent dots. All styluses on hand when the new points

Digitized by Google

were completed were withdrawn from stock and refitted with the new type points.

Simple Method of Reproducing Braille—Schools, libraries and individuals have long sought a quick, simple, and inexpensive method of reproducing Braille in small editions. Research is being conducted at the present time on a process which it is hoped may neet the above need. The equipment consists of a regular 37-cell desk slate in which is inserted a double thickness of folded zinc plate .008″ thick, instead of the usual paper. Instead of using a regulation stylus, however, the dots are punched into the metal by means of a spring-driven nail-set, the point of which has been turned down to the shape and size of a stylus point, and the length of the handle cut down so that the tool can be held in the palm of the hand similar to writing with a stylus. A rough model of this device is on display at this meeting.

Talking Book Experimental Laboratory—An experimental laboratory has been set up for the purpose of conducting research into the procedures for processing records in order to establish better controls over Talking Book production. This should result in better quality plating, which in turn will result in not only higher fidelity of reproduction, but more efficient production because of the elimination of present losses due to inequalities in the processing procedures.

b. Items of tangible apparatus being developed and/or produced through agreements with other agencies or individuals comprise the following:

Kine Mltply Vizr—This device is an aid to mathematics designed as an incentive to learning the multiplication tables. squares and cubes through No. 12. It consists of a thick board, approximately 11 inches square, on which has been mounted a bright red plastic wheel embossed with the numbers and fitted with fluted edges for manual turning and a gear mechanism to position the wheel for reading. A sheet of heavy yellow paper is mounted over the face of the wheel and the base board with a v-shaped hole cut out at the top so that the Braille numbers can be read when the wheel has been turned to the proper position for the desired table. The device was invented for the seeing by Mr. G. Gilbert Scott of Los Angeles, with whom arrangements were made for adapting it for use by the blind and producing and distributing sets through the Printing House. The first lot of this device is now ready for distribution.

Digitized by Google

The Hoff Aid to Mathematics—This appliance is in the nature of an upward-writing slate, with a special line-index paper feed, for use in making mathematical calculations in Braille. It was invented by Mr. Paul Hoff, teacher in the Minnesota Braille and Sight-Saving School. The original models and some tooling were engineered by the K and G Manufacturing Company of Faribault. Arrangements have been made with the K and G Manufacturing Company and Mr. Hoff for the rights to further refine and manufacture the device as a Printing House product, and work is under way on preparing the remainder of the dies preparatory to going into actual production.

The Brown Braille Slate—This device, invented by Mr. Robert Brown, a blind man of Johnstown, Pennsylvania, consists of a regulation pocket slate to which has been added a narrow frame which will hold the paper in place so that the bottom, or pitted, half of the slate may be lifted back to enable the writer to check what he has written without having to remove the paper itself from the slate. The original model submitted by Mr. Brown has been redesigned and refined and a new model has been produced for exmination by the Superintendents for their evaluation of its use in the schools.

The Perkins Brailler—At the meeting of the superintendents last year, your Superintendent was directed to confer with Perkins Institution with a view to obtaining the rights to produce The Perkins Brailler at the Printing House so that this machine could be supplied to the schools and classes for the blind on quota accounts. Mr. Edward J. Waterhouse, Director of Perkins, has very generously cooperated with the Printing House in making such arrangements possible. However, it will be necessary for the Printing House to wait until the parts for the second lot of Perkins Braillers are in production before any parts will be available to us for assembly.

The Lavender Braillewriter—At the present time, there is no Braillewriter available in this country which will meet the demand for a small, lightweight machine. For many years, Mr. Raymond W. Lavender, of Binghamton, New York, has been working on the development of such a writer. The design of the Lavender writer is quite different from most Braillewriters, and will permit the use of a lightweight frame and a movable diebox, both of which result in the reduction in weight and size of the machine. During the past several months, the Printing House has been cooperating with Mr. Lavender in the final development of

Digitized by Google

this new writer. It is our hope that this machine will prove to be the answer to the demand for a small, lightweight Braillewriter.

Relief Globe—For the past three years, the Printing House has been working with Panoramic Studios of Philadelphia in the development of a relief globe. In exchange for the use of Panoramic's original model of a world globe, which is approximately 30 inches in diameter, the Printing House has agreed to give Panoramic the commercial rights to such process as we might develop for the quantity manufacture of the globe from plastics. Developmental work on the plastic process has reached an advanced stage, but has had to be interrupted because of Mr. Lee's transfer to the position of Production Engineer. However, we have several men who are interested in and capable of continuing this project, and we feel sure that developmental work on the globe with get under way again at an early date.

Request for Increase in the Annual Appropriation

Since the passage of the amendment to the basic Act "To Promote the Education of the Blind" in May, 1952, it has been possible to obtain an increased annual appropriation for schoolbooks of a total of only $185,000 for both the 1952-1953 and the current 1953-1954 fiscal years because of the President's budget restrictions. In the face of rapidly increasing pupil enrollments in our schools and classes, however, an additional $10,000 for the 1954-1955 year has been requested. This additional amount—which would make a total appropriation of $195,000 for next year—is designed only to provide for the expected increase of some 350 pupils entering our schools next September at the present per capita rate of $28.31, and will not provide for the need for increased per capita funds. A request for an increase of only $10,000 is being made at this time because of assurances by the officials of the Department of Health, Education and Welfare that only present minimum basic needs can be met. We will not know what the actual appropriation for next year will be until late in the spring of 1954.

Cooperation with Other Agencies

During the past year, the Printing House has joined with other organizations in a number of cooperative projects:

a. The recorded course of typing lessons, developed by the American Foundation for the Blind, with the accompanying materials in Braille and ink-print form, which was turned over

Digitized by Google

to the Printing House for manufacture and distribution, has proved very popular. Over 250 sets have already been supplied to individuals, agencies and schools for the blind.

b. At the request of the Sub-Committee on Mathematics of the Joint Uniform Braille Committee of the AAIB and the AAWB, 115 copies of the proposed NEMETH CODE OF BRAILLE MATHEMATICS in both Braille and ink print, plus 85 copies of an elementary algebra written according to this code, at a cost of $5,043.94, have been provided to 13 schools and classes for the blind, in order that a practical evaluation of the system in use in the classroom might be obtained for the benefit of the Committee preparatory to an international conference on the adoption of a uniform system of Braille mathematical notation for the whole world.

c. We are in the process of manufacturing five new Braille stereotyping machines, at a cost of $3,500 each, for use in Brazil and Canada.

d. Two young ladies, from Mexico and Cuba respectively, have been with the Printing House since July, for a course of training in Braille printing plants, so that they can return to their own countries to set up such plants. The young lady from Cuba has come to us through the Lions Club of Havana, and the young lady from Mexico was sent on a joint scholarship from the Junior League of Mexico City and the Kellogg Foundation of Battle Creek, Michigan, under the auspices of the American Foundation for Overseas Blind. Both have done excellent work, and we feel confident that they will go back to their countries well-prepared to execute their duties. In addition to the free training we have provided, we are furnishing at cost a complete pilot plant for Cuba, consisting of a rebuilt stereograph machine, rebuilt platen press, stitcher, plate-folding equipment, set of correcting tools, and other items. For the plant in Mexico, we are manufacturing, again at cost, only the plate-folding equipment, the other pieces of equipment being furnished through the American Foundation for Overseas Blind.

e. Negotiations are under way with the Library of Congress for a cooperative research project at the Printing House, which would also include the other Braille presses, for a study of new methods and procedures for the production of Braille books.

f. One project which has given us great satisfaction is a grant of $5,000 from The George F. Baker Trust of New York, to

Digitized by Google

aid in the publication of THE AMERICAN VEST POCKET DICTIONARY, which is the first dictionary available in Braille Grade 2. The grant covers not only the cost of the plates, so that all copies are furnished at the printing and binding costs only, but enough money to subsidize (at the rate of $8.90 per copy) approximately 400 sets of the dictionary for students and other blind individuals in need of such a book and unable to pay the full cost of $18.90 for the 7-volume set. We are deeply grateful to The Baker Trust for this help.

In closing, I should like to thank the members of the Executive Committee and the ex-officio Trustees for their always thoughtful guidance and help, and our staff and employees for their loyalty, faithfulness, and efficiency in their work which help to make the Printing House an outstanding institution.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As of June 30, 1953

ASSETS			
Current:			
Cash		$ 99,417.85	
Accounts Receivable		110,167.55	
Inventories:			
Finished Stock	$213,473.48		
Goods in Process	102,001.58		
Materials	53,010.76	368,485.82	
TOTAL CURRENT ASSETS			$ 578,071.22
Deferred Charges:			
Supplies and Prepaid Expenses			17,277.56
Properties:			
Land		$ 11,907.03	
Buildings		301,032.92	
Machinery		228,931.16	
Office Equipment		20,252.07	
TOTAL		$562,123.18	
Less: Accumulated Depreciation		217,709.53	
TOTAL PROPERTIES			344,413.65
TOTAL OPERATING ASSETS			$ 939,762.43
Special Restricted Funds:			
Endowment Fund Cash	$ 183.00		
Endowment Fund Investments	2,000.00	$ 2,183.00	
Reader's Digest Fund Cash	$ 39,430.20		
Reader's Digest Fund Investments	471,045.89	510,476.09	
Research Fund Cash		11,253.14	
Special Gifts Fund Cash		26,991.06	
Building Fund Cash	$ 17,916.29		
Building Under Construction	52,083.71	70,000.00	
TOTAL SPECIAL RESTRICTED FUNDS			620,903.29
TOTAL ASSETS			$1,560,665.72

Digitized by Google

LIABILITIES			
Current:			
Accounts Payable		$ 27,448.99	
Deferred Credits:			
Unearned and Unallocated Income		2,171.91	
TOTAL LIABILITIES			$ 29,620.90
NET WORTH			
General Fund:			
Capital Investment		$504,935.78	
Reserve for Contingencies		405,205.75	
TOTAL NET WORTH ..... GENERAL FUND			910,141.53
Special Restricted Funds:			
Endowment Fund		$ 2,183.00	
Reader's Digest Fund:			
Reader's Digest Fund:			
For Editions	$139,499.89		
For Extension	370,976.20	510,476.09	
Research Fund		11,253.14	
Special Gifts Fund		26,991.06	
Building Fund		70,000.00	
TOTAL NET WORTH —— SPECIAL RESTRICTED FUNDS			620,903.29
TOTAL LIABILITIES AND NET WORTH			$1,560,665.72

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1952 to June 30, 1953

RECEIPTS:		
The Act "To Promote the Education of the Blind"	$185,000.00	
Sale of Materials to Other Agencies	512,764.11	
Reader's Digest Fund Donations	261,849.82	
Special Gifts Fund Donations	26,991.06	
Sale of Scrap	276.83	
Investment Income	8,594.02	
Collection of Interest Purchased	875.55	
Sale of Equipment	190.25	
TOTAL RECEIPTS		$ 996,541.64
Cash Balance July 1, 1952		88,469.20
TOTAL CASH TO ACCOUNT FOR		$1,085,010.84
DISBURSEMENTS:		
Salaries and Wages	$435,637.06	
Materials	212,692.19	
Manufacturing Expense	34,786.65	
General Factory Overhead Expense	28,532.76	
Shipping Expense	23,305.13	
Research and Experimentation	2,211.93	
Campaign Expense	42,244.26	
Administrative and Office Expense	20,024.79	
Employee Retirement Program	19,069.00	
Payroll Taxes	5,391.71	
Refunds to Reader's Digest Fund Donors	32.67	
TOTAL OPERATING DISBURSEMENTS	$823,928.15	
Equipment Purchased	17,585.31	
Addition to Building	52,083.71	
Interest Purchased	295.89	
TOTAL	$893,893.06	
Less: Cash Discounts Taken	3,377.96	
TOTAL DISBURSEMENTS		890,515.10
CASH BALANCE — JUNE 30, 1953		$ 194,495.74
CONSISTING OF:		
Cash in Office	$ 250.00	
Cash in General Fund Bank Account	133,676.89	
Cash in Reader's Digest Fund Bank Account	42,652.56	
Cash in Building Fund Bank Account	17,916.29	
		$ 194,495.74

We hereby certify that the foregoing "Financial Statement" as of July 30, 1953, and the accompanying summary of "Cash Receipts and Disbursements" for the period July 1, 1952 to June 30, 1953, prepared by us, are correctly drawn and, in our opinion, present fairly the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1953.

WILLIAM COTTON COMPANY
Certified Public Accountants
T. H. Dowell, C P. A.

Digitized by Google

DISBURSEMENTS
UNITED STATES GOVERNMENT ACCOUNT
July 1, 1952 to June 30, 1953

To Whom Paid	For What Purpose	Amount
The Cudahy Packing Co.	Bindery Supplies	175.90
Payroll, July 14-26, 1952	Services	$ 3,262.24
The Hegeler Zinc Co.	Zinc Plate Blanks	1,367.87
Payroll, July 1-31, 1952	Services	1,283.32
Payroll, July 28-Aug. 9, 1952	Services	3,197.04
Brown Wood Products	Tangible Apparatus Supplies	118.72
McKinley Litho Supply Co.	Large Type Supplies	71.36
Slade, Hipp & Meloy, Inc.	Bindery Supplies	1,082.04
Wm. J. McLaughlin & Co.	Bindery Supplies	997.81
Payroll, Aug. 11-23, 1952	Services	3,328.35
Payroll, Aug. 1-30, 1952	Services	2,624.99
Payroll, Aug. 25-Sept. 6, 1952	Services	3,273.42
Payroll, Sept. 8-20, 1952	Services	3,240.95
The Cudahy Packing Co.	Bindery Supplies	118.79
Southern Litho-Plate & Supply Co.	Large Type Supplies	197.60
W. D. Gatchel & Sons.	Large Type Supplies	317.06
Payroll, Sept. 1-30, 1952	Services	1,283.32
Southern Litho-Plate & Supply Co.	Large Tyye Supplies	140.00
J. L. Shoemaker & Co.	Bindery Supplies	265.09
The Hegeler Zinc Co.	Large Type Supplies	349.93
Miller Paper Co.	Paper	1,970.44
Carter Dry Goods Co.	Large Type Supplies	19.80
The Hilton Hawley Co.	Large Type Supplies	29.70
Kister Lumber Co.	Tangible Apparatus Supplies	30.00
Louisville Paper Co.	Paper	303.37
Payroll, Sept. 22-Oct. 4, 1952	Services	3,301.26
Payroll, Oct. 6-18, 1952	Services	3,285.59
The Hegeler Zinc Co.	Large Type Supplies	1,112.79
Payroll, Oct. 1-31, 1952	Services	2,624.99
Payroll, Oct. 20-Nov. 1, 1952	Services	3,240.34
Cercla, Inc.	Bindery Supplies	184.71
Philip A. Hunt Co.	Large Type Supplies	10.17
Slade, Hipp & Meloy, Inc.	Bindery Supplies	150.83
Southern Litho-Plate & Supply Co.	Large Type Supplies	198.40
Miller Paper Co.	Paper	1,081.02
Varn Products Co.	Large Type Supplies	34.50
Payroll, Nov. 3-15, 1952	Services	3,241.07
Payroll, Nov. 1-29, 1952	Services	1,283.32
Payroll, Nov. 17-29, 1952	Services	3,453.48
The Cudahy Packing Co.	Bindery Supplies	291.29
Carter Dry Goods Co.	Large Type Supplies	157.09
Wm. J. McLaughlin & Co.	Bindery Supplies	84.87
Griffin, Campbell, Hayes, Walsh, Inc.	Bindery Supplies	171.50
Payroll, Dec. 1-13, 1952	Services	3,229.41
The Arabol Manufacturing Co.	Bindery Supplies	22.56

Digitized by Google

To Whom Paid	For What Purpose	Amount
J. L. Shoemaker & Co.	Bindery Supplies	468.19
Payroll, Dec. 1-31, 1952	Services	2,729.21
Payroll, Dec. 15-31, 1952	Services	3,858.68
Gane Brothers & Lane, Inc.	Bindery Supplies	1,061.80
Griffin, Campbell, Hayes, Walsh, Inc.	Bindery Supplies	1,082.53
Miller Paper Co.	Paper	2,522.80
McKinley Litho Supply Co.	Large Type Supplies	58.80
Wm. J. McLaughlin & Co.	Bindery Supplies	1,728.26
Watkins Manufacturing Co.	Tangible Apparatus Supplies	299.57
Payroll, Jan. 1-17, 1953	Services	4,108.65
Payroll, Jan. 1-31, 1953	Services	1,283.32
Payroll, Jan. 19-31, 1953	Services	3,462.31
Gane Brothers & Lane, Inc.	Bindery Supplies	109.56
Wm. J. McLaughlin & Co.	Bindery Supplies	329.87
W. D. Gatchel & Sons.	Large Type Supplies	146.55
Merchants Paper Co.	Shipping Supplies	50.96
National Starch Products	Bindery Supplies	25.36
The Rowland Paper Co.	Bindery Supplies	4.70
Schmutz Paper Co.	Tangible Apparatus Supplies	50.00
Miller Paper Co.	Paper	1,956.88
Graham Paper Co.	Bindery Supplies	161.70
Payroll, Feb. 2-14, 1953	Services	3,360.90
Payroll, Feb. 1-28, 1953	Services	2,729.15
Payroll, Feb. 16-28, 1953	Services	3,452.92
Ditto, Inc.	Large Type Supplies	187.50
The Hilton Hawley Co.	Large Type Supplies	63.61
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	45.57
Chicago Steel & Wire Co.	Bindery Supplies	23.36
Weirton Steel Co.	Iron Plate Blanks	796.15
Payroll, Mar. 2-14, 1953	Services	3,414.51
Miller Paper Co.	Paper	3,438.42
Philip A. Hunt Co.	Large Type Supplies	76.79
Miller Paper Co.	Paper	3,663.66
Blatz Paint Co.	Large Type Supplies	80.11
W. D. Gatchel & Sons.	Large Type Supplies	294.25
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	78.20
Payroll, Mar. 16-28, 1953	Services	3,277.90
Payroll, Mar. 1-31, 1953	Services	1,283.32
Southern Litho-Plate & Supply Co.	Large Type Supplies	158.40
The Hegeler Zinc Co.	Zinc Plate Blanks	2,974.47
Griffin, Campbell, Hayes, Walsh, Inc.	Bindery Supplies	343.00
McKinley Litho Supply Co.	Large Type Supplies	58.80
Wm. J. McLaughlin & Co.	Bindery Supplies	344.15
Payroll, Mar. 30-Apr. 11, 1953	Services	3,267.55
Carter Dry Goods Co.	Large Type Supplies	176.60
Kohl & Madden Printing Ink Corp.	Large Type Supplies	8.55
Bridges, Smith & Co.	Large Type Supplies	2.71
W. D. Gatchel & Sons.	Large Type Supplies	169.50
Graham Paper Co.	Large Type Supplies	56.92
Philip A. Hunt Co.	Large Type Supplies	37.12
Louisville Metal Treating Service	Tangible Apparatus Supplies	3.96

Digitized by Google

To Whom Paid	For What Purpose	Amount
Wm. J. McLaughlin & Co.	Bindery Supplies	82.50
Miller Paper Co.	Paper	1,165.40
Southern Litho-Plate & Supply Co.	Large Type Supplies	80.00
Tension Envelope Corp.	Magazine Envelopes	348.77
Payroll, Apr. 13-25, 1953	Services	3,900.35
Payroll, Apr. 1-30, 1953	Services	2,729.15
Breckel Press	Braille Book Catalog	425.00
Gane Brothers & Lane, Inc.	Bindery Supplies	542.72
Hilton Hawley Co.	Large Type Supplies	60.48
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	89.47
Southern Litho-Plate & Supply Co.	Large Type Supplies	420.00
Payroll, Apr. 27-May 9, 1953	Services	3,809.38
National Starch Products, Inc.	Bindery Supplies	13.39
Watkins Manufacturing Co.	Tangible Apparatus Supplies	564.65
Miller Paper Co.	Paper	4,006.49
The Arabol Manufacturing Co.	Bindery Supplies	85.00
McKinley Litho Supply Co.	Large Type Supplies	58.80
Payroll, May 11-23, 1953	Services	3,770.52
Payroll, May 1-29, 1953	Services	1,399.99
Miller Paper Co.	Paper	1,946.91
Chicago Name Plate Co.	Tangible Apparatus Supplies	20.17
W. D. Gatchel & Sons	Large Type Supplies	323.04
Harbor Plywood Corp. of Indiana	Tangible Apparatus Supplies	35.12
Wm. J. McLaughlin & Co.	Bindery Supplies	332.13
Southern Litho-Plate & Supply Co.	Large Type Supplies	80.00
West Virginia Pulp & Paper Co.	Talking Book Supplies	1,663.83
Payroll, May 25-June 6, 1953	Services	3,725.04
Carter Dry Goods Co.	Large Type Supplies	65.00
Modern Lumber & Millwork Co.	Tangible Apparatus Supplies	162.76
The Arabol Manufacturing Co.	Bindery Supplies	84.74
Dickson Co.	Braille Book Catalog	303.00
Service Industries	Bindery Supplies	19.80
Payroll, June 8-20, 1953	Services	7,514.57
Lewis Roberts, Inc.	Bindery Supplies	3.17
Philip A. Hunt Co.	Large Type Supplies	57.62
Aluminum Finishing Corp.	Tangible Apparatus Supplies	46.00
Bridges, Smith & Co.	Large Type Supplies	10.61
W. D. Gatchel & Sons.	Large Type Supplies	396.59
General Box Co.	Magazine Cartons	274.34
J. H. Sessions	Tangible Apparatus Supplies	242.55
Sherwin Williams Co.	Large Type Supplies	10.93
Simplimat Corp.	Large Type Supplies	4.69
Southern Litho-Plate & Supply Co.	Large Type Supplies	173.60
Payroll, June 1-30, 1953	Services	4,050.65
Payroll, June 22-30, 1953	Services	7,672.72
Miller Paper Co.	Paper	10,737.94
Miller Paper Co.	Bindery Supplies	192.54
Tension Envelope Corp.	Magazine Envelopes	325.94
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	88.00
Miller Paper Co.	Paper	5,307.89
	GRAND TOTAL	$185,000.00

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1951-1953

	1950-1951	1951-1952	1952-1953
Braille Publications:			
Number of Plates Stereotyped	117,513	98,807	94,674
Number of Titles Embossed:			
Literary	297	208	251
Music	21	91	25
Magazines	*	673	592
Number of Pages Printed	34,682,116	32,439,292	34,234,668
Number of Volumes Bound:			
Sewed Binding	16,274	16,442	13,979
Limited Binding	39,262	21,629	33,563
Number of Pamphlets Published:			
Pressboard Covers		117	175
Jute Covers	13,125	7,405	15,093
Paper Covers	6,807	14,842	5,180
Number of Magazines Published	469,445	472,746	513,280
Number of Music Selections Published	3,056	1,410	2,758
Number of Alphabet Cards Printed	771,541	758,000	301,176
Large Print Books:			
Number of Plates	4,794	7,892	8,278
Number of Titles Published	41	47	56
Number of Pages Printed	1,140,865	2,378,104	3,669,738
Number of Books Bound	7,383	9,467	10,415
Number of Pamphlets	3,605	2,964	3,197
Talking Books:			
Number of Masters Recorded	3,221	4,297	3,648
Number of Books Recorded	77	122	124
Number of Magazines Recorded	24	26	28
Number of Records Pressed	384,291	420,176	406,047
Number of Albums Made (Limited)	268	695	390
Number of Talking Book Containers Made:			
Black Fibre	22,803	23,066	18,916
Number Reproducers Made	98	96	
Tangible Apparatus Manufactured:			
Maps (Dissected)	12	10	10
Slates	4,157	2,937	3,154
Styluses	14,431	6,750	16,568
Braillewriters:			
New Hall	442	437	160
Marburg			
Braillewriter Cases	421	250	200
Spelling Frames and Words (sets)	441		
IMOUT Games		146	
Constructo Sets		99	5
Graphic Aids to Mathematics		34	205
Mitchell Forms		99	
Braille Clock Faces		93	
Cubarithm Slates			794

* Not reported

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS
for the
EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1953, according to the law of Congress approved March 3, 1879; June 25 1906; August 4, 1919; December 22, 1927; August 23,1937; and May 22, 1952, entitled "An Act to Promote the Education of the Blind":

	January 1952 No. of Pupils	Amount of Quota for the Year Ending June 30, 1953
Alabama Institute for the Deaf & Blind, Talladega, Alabama	227	$ 6620.68
Arizona State School for the Deaf & Blind Tucson, Arizona	36	1049.98
Arkansas School for the Blind Little Rock, Arkansas	124	3616.59
Atlanta Public Schools Department for the Blind Atlanta, Georgia	14	408.33
Battle Creek Public Schools Classes for the Blind Battle Creek, Michigan	14	408.33
Buffalo Board of Education Classes for the Blind Buffalo, New York	28	816.65
California School for the Blind Berkeley, California	165	4812.39
Campbell Union School District Class for the Blind Campbell, California	8	233.33
Chicago Public Schools Department for the Blind Chicago, Illinois	96	2799.94
Cincinnati Public Schools Classes for the Blind Cincinnati, Ohio	41	1195.81
Cleveland Public Schools Department for the Blind Cleveland, Ohio	72	2099.95
Colorado School for the Deaf & Blind Colorado Springs, Colorado	70	2041.62
Connecticut School for the Blind Hartford, Connecticut	74	2158.29
Dearborn Public Schools Department for the Blind Dearborn, Michigan	11	320.83
Detroit Public Schools Braille & Sight-Saving Department Detroit, Michigan	115	3354.09

Digitized by Google

	January 1952 No. of Pupils	Amount of Quota for the Year Ending June 30, 1953
Diamond Head School Honolulu, Hawaii	13	379.16
District of Columbia Public Schools Department of Special Classes for Exceptional Children Washington, D. C.	9	262.50
Duluth Board of Education Department for the Blind & Sight-Saving Duluth, Minnesota	15	437.49
Elizabeth Public Schools Class for the Blind Elizabeth, New Jersey	12	349.99
Florida School for the Deaf & Blind St. Augustine, Florida	80	2333.28
Fort Worth Public Schools Class for the Blind Fort Worth, Texas	5	145.83
Georgia Academy for the Blind Macon, Georgia	154	4491.57
Grand Rapids Public Schools Braille & Sight-Saving Department Grand Rapids, Michigan	7	204.16
Hackensack Public School Class for the Blind Hackensack, New Jersey	10	291.66
Hawthorne School District Classes for the Blind Hawthorne, California	10	291.66
Idaho State School for Deaf & Blind Gooding, Idaho	21	612.49
Illinois School for the Blind Jacksonville, Illinois	180	5249.88
Indiana School for the Blind Indianapolis, Indiana	119	3470.76
Instituto Puertorrinqueno De Ninos Ciegos Santurce, Puerto Rico	63	1837.45
Iowa Braille & Sight-Saving School Vinton, Iowa	112	3266.59
Iowa School for the Deaf Department for the Deaf-Blind Council Bluffs, Iowa	6	175.00
Jackson Public Schools Braille & Sight-Saving Department Jackson, Michigan	3	87.50
Jersey City Public Schools Classes for the Blind Jersey City, New Jersey	10	291.66
Kansas School for the Blind Kansas City, Kansas	66	1924.96
Kentucky School for the Blind Louisville, Kentucky	125	3645.75
Lavelle School for the Blind New York, New York	49	1429.13

Digitized by Google

	January 1952 No. of Pupils	Amount of Quota for the Year Ending June 30, 1953
Long Beach Public Schools Class for the Blind Long Beach, California	14	408.32
Los Angeles Public Schools Schools for Blind & Sight-Saving Los Angeles, California	138	4024.91
Louisiana State School for Blind Baton Rouge, Louisiana	69	2012.45
Louisiana State School for Blind Negroes Southern Branch Post Office Baton Rouge, Louisiana	59	1720.79
Maryland School for the Blind Overlea, Maryland	119	3470.75
Michigan Employment Institution for the Blind Saginaw, Michigan	9	262.49
Michigan School for the Blind Lansing, Michigan	136	3966.58
Milwaukee Public Schools Department for the Blind Milwaukee, Wisconsin	31	904.15
Minneapolis Public Schools Department for Sight-Saving & Braille Minneapolis, Minnesota	28	816.65
Minnesota Braille & Sight-Saving School Faribault, Minnesota	95	2770.77
Mississippi School for the Blind Jackson, Mississippi	114	3324.92
Missouri School for the Blind St. Louis, Missouri	142	4141.57
Montana School for Deaf & Blind Great Falls, Montana	21	612.49
Montclair Public Schools Department for the Blind Montclair, New Jersey	3	87.50
Nebraska School for the Blind Nebraska City, Nebraska	39	1137.47
Newark Public Schools Braille & Sight Conservation Classes Newark, New Jersey	27	787.48
New Jersey Commission for the Blind Newark, New Jersey	145	4229.07
New Mexico School for the Blind Alamogordo, New Mexico	72	2099.95
New Orleans Public Schools Class for the Blind New Orleans, Louisiana	4	116.66
New York City Public Schools Bureau for Education of Visually Handicapped Brooklyn, New York	109	3179.09
New York, Institute for the Education of the Blind New York, New York	171	4987.39

Digitized by Google

	January 1952 No. of Pupils	Amount of Quota for the Year Ending June 30, 1953
New York State School for the Blind Batavia, New York	152	4433.23
North Carolina School for Blind & Deaf Raleigh, North Carolina	296	8633.14
North Carolina State Commission for the Blind Rehabilitation Center Raleigh, North Carolina	50	1458.30
North Dakota School for the Blind Bathgate, North Dakota	30	874.98
Ohio State School for the Blind Columbus, Ohio	185	5395.71
Oklahoma School for the Blind Muskogee, Oklahoma	77	2245.78
Oklahoma Consolidated Negro Institution Taft, Oklahoma	9	262.49
Orange County Board of Education Classes for the Blind Santa Ana, California	5	145.83
Oregon State School for the Blind Salem, Oregon	56	1633.30
Overbrook School for the Blind Philadelphia, Pennsylvania	236	6883.18
Paterson Public Schools Department for the Blind Paterson, New Jersey	7	204.16
Perkins Institution for the Blind Watertown, Massachusetts	251	7320.67
Portland Public Schools Department for Blind & Visually Handicapped Portland, Oregon	7	204.16
Royer-Greaves School for the Blind Paoli, Pennsylvania	52	1516.63
Sacramento City Unified School District Classes for the Blind Sacramento, California	2	58.33
St. Cloud Public Schools Department for the Blind St. Cloud, Minnesota	5	145.83
South Carolina School for Deaf & Blind Spartanburg, South Carolina	91	2654.11
San Mateo County Public Schools Class for the Blind Redwood City, California	7	204.16
South Dakota School for the Blind Gary, South Dakota	35	1020.81
Tennessee School for the Blind Nashville, Tennessee	150	4374.90
Texas School for the Blind Austin, Texas	186	5424.88
Texas Deaf, Blind & Orphan School Austin, Texas	51	1487.47

Digitized by Google

Utah School for the Deaf & Blind Ogden, Utah	33	962.48
Virginia School for Deaf & Blind Staunton, Virginia	125	3645.75
Virginia State School Hampton, Virginia	62	1808.29
Washington State School for the Blind Vancouver, Washington	90	2624.94
Western Pennsylvania School for the Blind Pittsburgh, Pennsylvania	143	4170.74
West Virginia State School for Deaf & Blind Romney, West Virginia	78	2274.95
West Virginia Schools for Colored Deaf & Blind Institute, West Virginia	16	466.66
Wisconsin School for Visually Handicapped Janesville, Wisconsin	138	4024.91
Youngstown Public Schools Department for the Blind Youngstown, Ohio	9	262.49
Per Capita $29.166	6343	$185,000.00

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

HV
1667
.A51
A2
1953/54

EIGHTY-SIXTH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1954

UNIVERSITY OF MICHIGAN
BUSINESS LIBRARY

Digitized by Google

Digitized by Google

EIGHTY-SIXTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1954

Digitized by Google



CHARLES W. ALLEN

President, Board of Trustees — 1940-1954

Mr. Charles W. Allen, is serving his eighteenth year as a Trustee of the American Printing House for the Blind. During this time, he has served for fourteen years (1940-1954) as President of the corporation, a post which he has relinquished at his own request, consenting, however, to continue to serve as a Trustee.

A life-long citizen of Louisville, Mr. Allen rose to leadership in the community by earnest work. His modest manner, together with his sound judgment, sincerity, innate kindliness, and a feeling of obligation to public service, have caused him to be much in demand.

Mr. Allen began with the Belknap Hardware and Manufacturing Company in 1901, being Vice-President and General Manager at the time of his retirement in 1935. He has contributed much in the way of leadership as a Board member of many other successful business enterprises of Louisville.

During his term as President, the American Printing House for the Blind has greatly expanded in the way of both facilities and services in meeting the needs of the blind throughout the world. Mr. Allen has always exhibited a keen and sincere interest in the well-being of the staff and employees. It is, indeed, a fortunate institution which enjoys this type of leadership.

Digitized by Google

OFFICERS FOR 1953-1954

President

CHARLES W. ALLEN

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

EGBERT N. PEELER, *Chairman*

V. R. CARTER
W. J. FINCH
PAUL J. LANGAN
J. M. WOOLLY

Educational Research Committee

DR. ROBERT H. THOMPSON, *Chairman*

JOHN C. LYSEN
D. W. OVERBEAY
DR. NEAL F. QUIMBY
EDWARD J. WATERHOUSE

Trustees

CHARLES W. ALLEN
J. MCFERRAN BARR
WILLIAM C. DABNEY
STUART E. DUNCAN
MARK F. ETHRIDGE
JOHN B. MCFERRAN, JR.
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., November 9, 1954, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. Charles W. Allen, President, Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Mr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. J. McFerran Barr, Louisville, Kentucky.

Dr. J. E. Bryan, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. William C. Dabney, Louisville, Kentucky.

Mr. Stuart E. Duncan, Louisville, Kentucky.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. W. J. Finch, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. Leo J. Flood, Superintendent, Illinois Braille and Sight Saving School, Jacksonville, Illinois.

Mrs. Marion H. Grew, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. Frank Johns, Jr., Superintendent, The Oak Hill School, Hartford, Connecticut.

Mr. A. G. Kloss, Superintendent, Western Pennsylvania School for Blind Children, Pittsburgh, Pennsylvania.

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Digitized by Google

Mr. John C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. John B. McFerran, Jr., Louisville, Kentucky.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight-Saving School, Vinton, Iowa.

Mr. Eber L. Palmer, Superintendent, New York State School for the Blind, Batavia, New York.

Mr. Egbert N. Peeler, North Carolina School for the Blind and Deaf, Raleigh, North Carolina.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Blind, Alamogordo, New Mexico.

Mr. Hugo F. Schunhoff, Superintendent, West Virginia Schools for the Deaf and the Blind, Romney, West Virginia.

Mr. Roy M. Stelle, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Dr. Robert H. Thompson, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. Edward H. Tillinghast, Superintendent, Arizona State School for the Deaf and Blind, Tucson, Arizona.

Dr. W. Laurens Walker, Superintendent, South Carolina School for the Deaf and the Blind, Spartanburg, South Carolina.

Mr. John M. Wallace, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Mr. Edward J. Waterhouse, Director, Perkins Institution and Massachusetts School for the Blind, Watertown, Massachusetts.

Mr. E. J. Wood, Superintendent, Tennessee School for the Blind, Donelson, Tennessee.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The Reports of the Executive Committee, Publications Committee, Committee on Educational Research, and Superintendent were read and, upon motions duly seconded and passed, were approved and ordered published in this Annual Report as listed on pages 8, 11, 16, and 18, respectively.

Digitized by Google

Before asking for approval of the Publications Committee Report, it was clearly explained by the Chairman of the Committee that, in approving his Report, the Board of Trustees was authorizing the staff of the American Printing House for the Blind to use THE NEMETH CODE OF BRAILLE MATHEMATICS in the production of all mathematics books which are published in the future under the auspices of the Publications Committee.

Upon motion of Dr. Thompson, seconded by Mr. Overbeay, and unanimously passed, the By-Laws of the American Printing House for the Blind were changed to read as follows:

> At the 1954 Annual Meeting of the Board of Trustees, there shall be elected five members of the Publications Committee. Immediately after their election, they shall organize by selecting a Chairman and deciding among themselves the terms of office of the individual members for one to five years. In 1955, and succeeding years, one member only shall be elected each year for a term of five years, with the proviso that no member shall be eligible to succeed himself.

It was further moved by Dr. Thompson, seconded by Mr. Peeler, and passed, that a Committee on Educational Research and a Committee on Tangible Apparatus be elected on the same basis as outlined above for the Publications Committee, with the same number of members each, and terms of office to be handled in the same manner as designated above for the Publications Committee.

It was also recommended that these three Committees be authorized to select consultants or advisors to assist on matters pertaining to the work of the Committees on a non-fee basis.

Dr. Thompson placed in nomination the following members for the Committees, who were duly seconded and elected:

Publications Committee:

Dr. J. E. Bryan
Mr. V. R. Carter
Mr. W. J. Finch
Mr. Egbert N. Peeler
Mr. J. M. Woolly

Committee on Educational Research:

Dr. M. E. Frampton
Mr. D. W. Overbeay
Dr. Neal F. Quimby
Mr. Hugo F. Schunhoff
Mr. Edward J. Waterhouse

Tangible Apparatus Committee:

Mr. V. R. Carter
Mr. W. Crabin Gill
Mrs. Marion H. Grew
Mr. Frank Johns, Jr.
Mr. Edward H. Tillinghast

Digitized by Google

Following the adjournment of the Annual Meeting, the three Committees met and organized as follows:

Publications Committee:

Mr. Egbert N. Peeler, 1-year term, Chairman
Mr. V. R. Carter, 2-year term
Mr. W. J. Finch, 3-year term
Mr. J. M. Woolly, 4-year term
Dr. J. E. Bryan, 5-year term

Committee on Educational Research:

Mr. D. W. Overbeay, 1-year term
Mr. Edward J. Waterhouse, 2-year term, Chairman
Dr. M. E. Frampton, 3-year term
Dr. Neal F. Quimby, 4-year term
Mr. Hugo F. Schunhoff, 5-year term

Tangible Apparatus Committee:

Mr. W. Crabin Gill, 1-year term
Mr. Edward H. Tillinghast, 2-year term
Mrs. Marion H. Grew, 3-year term
Mr. V. R. Carter, 4-year term
Mr. Frank Johns, Jr., 5-year term, Chairman

Mr. Langan presented to the Board of Trustees the following proposal with reference to proposed legislation to amend the Act "To Promote the Education of the Blind," which was duly seconded and approved:

By action of the Board of Trustees of the American Printing House for the Blind in Annual called meeting, in Louisville, Kentucky, on November 9, 1954, the Superintendent is hereby directed to prepare and submit legislation to the next Congress which will amend the Act "To Promote the Education of the Blind." It is the desire of the Board of Trustees to broaden the present Act to make possible the distribution of books and materials on a quota basis to every blind student in the United States and its territorial possessions at the elementary and secondary level without regard to the school he attends. It is the thinking of the Trustees that, for the purpose of accounting, such children should be registered either through their respective residential schools for the blind or state departments of education.

The Trustees feel that such registration will reveal many additional students, according to a recent survey, who are not now presently sharing in the quota distribution of Federal funds under the Act. Therefore, at the next annual election of the Publications Committee, a state superintendent of public instruction registering a representative number of children shall be elected a member of said Committee to advise upon the

Digitized by Google

selection and publication of textbooks. Also, to bring wider participation of public school officials dealing with day classes into the program of the Printing House, it is suggested that two other public school officials of state level be elected one each to membership on the Research Committee and the Tangible Apparatus Committee. This plan will provide continual public school representation in American Printing House for the Blind school services.

It is further directed by the Trustees that the Superintendent of the American Printing House for the Blind be authorized to seek a proportionate increase in the appropriation authorization to meet the needs of the increased number of children which it is anticipated will be registered under this plan.

Mr. Andrews, in presenting the slate of officers for nomination, made the following comment:

The Nominating Committee has been given to understand that Mr. Charles W. Allen does not wish to be renominated President of this Board. We believe we should respect his wish, but we deeply regret doing so. We want to express to him our sincere appreciation for the splendid leadership he has given to the Board and his interest in the American Printing House for the Blind. We are indeed pleased that he will, however, remain as a member of the Board.

The Nominating Committee submits the following slate for officers of the American Printing House for the Blind:

Mr. William C. Dabney, President

Mr. Robert Lambert, Vice-President

Mr. F. E. Davis, Secretary

First National Bank of Louisville, Treasurer

We further suggest that, since the By-Laws state that the Vice-President shall preside when the President is absent, and since the present Vice-President is not a member of the Executive Committee, that he be invited to attend all meetings of the Executive Committee.

Dr. Bryan seconded the nominations, and the slate of officers was unanimously elected for a period of one year.

Dr. Bryan made a motion, which was duly seconded and approved, that each year, at least thirty days prior to the Annual Meeting, the President shall appoint a Nominating Committee.

Respectfully submitted,

F. E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

November 9, 1954

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE FOR THE
BLIND

Gentlemen:

During the year under report, your Executive Committee has concerned itself primarily with the problems of planning for the erection of the new administration building and renovation of the first and second floors of the old main building and west wing. As I should like you to know what we are attempting to accomplish, I shall confine my report largely to a description of the building operations and touch on other matters very briefly. I am a great believer in a short report and regret this one is as long as it is.

As reported last year, the original plans called for the razing of the old east storage wing, to be replaced by the new administration building. Later, it was decided that it would be more advantageous to retain the old wing as it is, and to erect an additional new wing of four stories and a basement to the front of the east wing and old main building, thereby not only saving the cost of razing the east wing, but also saving the space for storage, as well as providing a much-needed modernization of the front facade and entrance of the institution in the erection of the new wing itself.

Progress on the new building has been fairly rapid since ground was broken in early June, with all the main structural work now finished and only the interior finishing to be completed. The new building, which comprizes approximately 15,000 square feet, has been designed to provide for the consolidation of the Talking Book recording, dubbing and proof-reading department at the basement level, offices for the Superintendent and his secretary, the Braille and Large Type Editor and the general accounting and bookkeeping department on the street floor, offices for the Educational Research Department and the Production Engineer as well as a Board Room and space for the new tape recording program on the second floor, space for Talking Book Research and production on the third floor, and general storage on the fourth floor.

Digitized by Google

As soon as the new building is completed, and the transfer of personnel to new quarters can be effected, work will start on the renovation of the first and second floors of the old main building and west wing. Plans for changes in the original main building call for tearing out the old open wooden stairway from the first to third floors and closing off the space between floors, dropping the ceiling, leveling and covering floors with asphalt tile and redecorating the large room immediately to the rear of the present office of the Superintendent to provide an exhibition room, and revamping the rooms immediately above it into one large room for a library. The first floor of the west wing will be used for expanded facilities for the magazine circulation and fund-raising department, while the second floor, used for miscellaneous storage since the transfer of the Talking Book electroplating and pressing departments to the plant annex in 1948, will be done over to provide consolidated accommodations for the stereographing and Braille proofreading departments. The space presently occupied by the Braille stereograph department in the plant annex will be used to expand the machine shop and tangible apparatus departments. The provision of adequate administrative quarters, as well as the consolidation of activities in both the Talking Book recording and Braille embossing and proofreading departments, should greatly increase efficiency of production. The total cost for the erection of the new building and renovation of the old building, including the purchase of necessary new fixtures and equipment, will be approximately $250,000.

It is the pleasure of the Executive Committee to announce the adoption of two new policies for the benefit of our employees. The first is the institution of an all inclusive Blue Cross-Blue Shield and polio hospitalization plan for all employees. The plan adopted gives the widest possible coverage, providing complete hospitalization which includes all types of drugs, examinations, treatments, etc., the payment of doctor bills after the third day of illness, surgery, payment for treatments for the effect of poliomyelitis, etc. The cost of the plan is divided on the basis of 60 per cent to be paid by the Printing House and 40 per cent by the individual workers. Employees having families may include them at their own expense.

Here at the Printing House we feel justly proud of the long tenure of service of a large number of our employees. At the present time, 20 individuals have been continuously in the em-

Digitized by Google

ploy of the institution for over 20 years, of which 7 have been with us at least 30 years, 2 forty years, 1 forty-five. In recognition of these long years of faithful service, beginning with the summer just past, all employees with the Printing House for 20 or more years have been granted an additional week's paid annual vacation (for a total of three weeks.) In addition, a system of service awards has been instituted, beginning with 20 years of continuous employment, with additional awards at five-year intervals. The award is in the shape of a small gold pin shaped like an open Braille book, with the number of years of service indicated thereon. It is planned to make the awards annually as employees become eligible for the beginning 20-year award, or for rewards with each succeeding five years of service.

It is with regret that I must report that approximately $5,000 less in donations were received during the 1954 year than during the 1953 fiscal year, although the total amounted to $292,247.79. I believe, however, that this situation is a reflection of the general trend in fund-raising experienced by private philanthropic agencies throughout the country for the past year.

In closing, may I express to the ex-Officio Trustees, my fellow-members of the Executive Committee, Mr. Davis, and the entire staff my gratitude for your helpfulness and successful conduct of the affairs of the Printing House. As I will not be up for re-election for President for the American Printing House of the Blind for this coming year, I should like to take this occasion to say how much I have enjoyed meeting with the ex-Officio Trustees annually. It has been a great pleasure to know you.

Respectfully submitted,

CHARLES W. ALLEN, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

November 9, 1954

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE
FOR THE BLIND

Gentlemen:

Your Publications Committee has held two meetings on the 6th and 7th of November, 1954, and wishes to report action on the following items:

1. A request was received some months ago for the Printing House to print the Dewey Decimal Classification numbers on the spines of Braille library and fiction titles. The Printing House sent a questionnaire to the schools asking them to indicate if they desired this service. Some schools indicated little interest in the proposal, but a large number of requests for the change were received, and your Committee felt that this service should be made available on future publications.

2. The Printing House has been notified that the publishers of *Story Parade* will discontinue publication with the December, 1954, issue. This has been the principal fiction magazine for small children in the schools for the blind. Your Committee has requested the Printing House to communicate with the schools that have trained librarians to request suggestions as to a proper substitute for *Story Parade* which will best serve the children in the 4th through the 6th grades.

3. During the past year, the *Nemeth Code of Braille Mathematics* has been given a trial usage in a special edition of ALGEBRA: BOOK I, by Welchons and Krickenberger (Ginn). The trial period was followed by a discussion of its effectiveness at the Mathematics Workshop of the AAIB at Batavia last June. The experimental results have also been reviewed by the Sub-Committee on Mathematics of the Joint Uniform Braille Committee. The experimental schools and the study groups have recommended that the Nemeth Code be used in all mathematics books embossed in the future for the schools. The Publications Committee has approved this proposed action and wishes to request that the Board of Trustees take formal action authorizing

Digitized by Google

the use of the Nemeth Code on all future publications where applicable.

4. On several occasions, superintendents of the schools have circularized other schools in an effort to persuade them to approve and order a particular title or series of new textbooks in order to be assured that the total orders received by the Printing House will equal the required minimum of 20 copies from not less than 5 schools. Your Publications Committee recognizes that there may be a need for this procedure in certain cases, but as a general practice feel that it may lead to undesirable results and suggest that, in the future, all superintendents try to avoid this practice and have their titles cleared in advance by the Publications Committee.

The requests for new materials received from the schools during recent weeks were reviewed by the Committee, and books were approved for tentative orders as follows:

1. *Primary Workshop Recommendations:*

The Primary Workshop group attending the AAIB Convention in Batavia examined three primary readers and a phonics book written at Perkins. These books were written for small children without reference to pictures which normally appear on the pages of textbooks designed for sighted children. The workshop group recommended that these books be made available, and your Committee approved their request. The Committee also received some reading readiness materials and recommended that they be made available to the schools. Your Committee has requested the Printing House to prepare samples of some of the materials and refer them to the schools for approval and recommendations for improvement.

2. *Mathematics Workshop Recommendations:*

The Mathematics Workshop group recommended the use of the Nemeth Code as indicated earlier. The group also recommended that ALGEBRA: BOOK II and THE GROWTH IN ARITHMETIC SERIES: GRADES III-VIII be approved. This would provide new materials for all elementary grades and a two-year course in algebra for high school in the Nemeth Code. It will be necessary to have a book in general mathematics for the ninth grade published, and the Committee approved MATHEMATICS AT WORK and MAKING MATHEMATICS WORK (latest editions). It was felt that there should not be a new book in plane geometry

Digitized by Google

this year, but this must be made available within the next two years.

3. *Industrial Arts Workshop Recommendations:*

The title INDUSTRIAL ARTS WOODWORKING was recommended by this group, and the Publications Committee approved the request.

4. *Social Studies Workshop Recommendations:*

Three long, encyclopedic-type books were recommended by this group. The Committee recognized the need for this material, but was aware of the fact that the cost would be high and the books would occupy enormous spaces on our shelves. It was agreed that the titles should be listed on the Tentative Order List, but the Printing House staff was asked to give some information as to the probable costs of each so that the schools would be fully aware of what they were ordering and the expenses involved.

5. *English Workshop Recommendations:*

For some years, the schools and the Publications Committee have felt a need for new materials in the field of literature, particularly for junior and senior high school students. The large anthologies now in use were embossed many years ago, and it would be very expensive to replace them. The AAIB Language Arts Workshop has appointed several committees at various grade levels to draw up lists of selected materials that may be published in Braille and large type in lieu of the present anthologies. The Publications Committee deferred action on anything in this field pending a report from this Workshop group.

In addition to the workshop recommendations, the Committee approved a generous number of individual titles recommended by the various schools and classes. These will appear on the tentative orders lists which will be sent to the schools in the near future.

Other items and fields of study covered were as follows:

Library Books and Fiction:

The Committee approved for tentative orders a series of books called "The Landmark Books" and the "World Landmark

Digitized by Google

Books," also the series called "The Good Neighbor Series." In addition to these series, the Committee approved a miscellaneous list of titles which were found to be listed in the Wilson catalogs.

b. *Classics and Old Favorites:*

Last year, the Committee authorized the Brailling of a number of classics and old favorites which had formerly been available in Braille grade 1½. The schools have been requesting this material in grade 2 Braille, and a number of books were approved last year which are now in the process of production. The Committee added about 25 titles to this list, particularly recommended for use in the lower grades.

c. *High Interest Level-Low Vocabulary Materials:*

Mr. Ashcroft, of the Printing House Staff, prepared a list of books of high reading level-low vocabulary level. Your Publications Committee has recommended that all of these books be placed on tentative order lists to be submitted to the schools for orders.

d. *Talking Book Recommendaions:*

During recent months, a new service by the Printing House has been started. This is the production of tape recordings for use in the schools. There is a probability of some overlapping in this field with the former production of Talking Book records. In view of this situation, it was felt by the Publications Committee that it would be unwise to approve additional books for Talking Book recording at this time. During the next few months, after the schools have had an opportunity to study the effect of the tape recording program, the Committee can give further consideration to Talking Book orders.

e. *Braille Music.*

Most of the music recommended to the Committee came from the AAIB Music Workshop group. It was felt that the entire list should be submitted to the schools for orders, and the Committee has taken action accordingly.

Mr. Chairman: Your Committee has submitted its report, and I make the motion that the report be accepted and that the Board of Trustees of the Printing House authorize the staff to

Digitized by Google

use the Nemeth Code in the production of all mathematics books which are published in the future under the auspices of the Publications Committee.

Respectfully submitted,

EGBERT N. PEELER, *Chairman*
V. R. CARTER
W. J. FINCH
PAUL J. LANGAN
J. M. WOOLLY

Digitized by Google

REPORT OF THE EDUCATIONAL RESEARCH COMMITTEE

November 9, 1954

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE
FOR THE BLIND

Gentlemen:

The Educational Research Committee met in the office of the Superintendent at 8:00 p.m., Saturday, November 6, 1954, with the following members present:

R. H. Thompson, Chairman

J. W. Lysen

D. W. Overbeay

Neal F. Quimby

Edward J. Waterhouse

Also present were Mr. Davis, Superintendent, and Mr. Samuel Ashcroft, Director of Educational Research, of the American Printing House.

The meeting was called to order by Dr. Thompson, and Mr. Ashcroft was asked to read the Annual Report of the Department of Educational Research. After a thorough discussion, it was accepted and appended to the minutes of the meeting.

D. W. Overbeay, Superintendent of the Iowa Braille and Sight Saving School, was appointed Secretary of the Committee.

The Director of Educational Research, Mr. Ashcroft, was directed to present an oral report of the activities of the department to the general meeting of superintendents at 10:30 a.m., Monday morning, November 8th. The Secretary was directed to present a report of the meeting of the Committee to the Trustees in formal meeting, Tuesday, 12:15 p.m., at the Pendennis Club.

Mr. Davis and Mr. Ashcroft were encouraged to prepare a progress report to be distributed to the residential schools and other interested groups. The Director of the Educational Re-

Digitized by Google

search Department was encouraged to invite any or all schools and other sources to participate in those projects approved by the Committee.

The following research projects were endorsed by the Committee:

1. Development and standardization of the Braille grade II mastery tests.
2. Investgation and development of resource units.
3. The coordination of workshop conferences on a regional basis with the AAIB.

New Projects:

1. The Director of the Educational Research Department was asked to investigate further the area of vocational information in occupation and vocational counseling.
2. The Committee urged each school to cooperate with the Director in naming a research liason person in every residential school for the blind.

Further suggestions:

1. Mr. Waterhouse suggested that research in the area of "facial vision" and "plastic forming" for raised surfaces would be helpful to the AAIB schools.

Respectfully submitted,

D. W. OVERBEAY, *Secretary*

Digitized by Google

REPORT OF THE SUPERINTENDENT

November 9, 1954

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE
FOR THE BLIND

Gentlemen:

Following is a summary of the activities of the Printing House during the past year:

PRODUCTION

By and large, production for the 1954 fiscal year was about the same as the year before. Although there were appreciable increases in the amounts of goods produced and delivered more or less all along the line, no spectacular new goals were reached. During the year 1953-54 distribution of quota sales were as follows: Braille books, educational periodicals and music, 58.43%; tangible apparatus, Braille slates, Braillewriters, maps, etc., 12.6%; Talking Books 5.66%; and large type books 20.81%; 2.5% was used for miscellaneous items. Quota sales amounted to 23.5% of total sales. Distribution of sales other than quota sales were as follows: Braille 35.38%; Talking Books 54.29%; large type books 2.78%; tangible apparatus 5.29%; miscellaneous items 2.26%.

Actually, there is a need for a far greater production in most departments than we have been able to achieve, mainly because of lack of space, or because make-shift arrangements have had to be made in order to keep all departments running during the process of erecting the new building. For instance, it has not been possible to take over some of the space in the storage building for the printing and binding departments, because it was necessary to set up a temporary recording studio on the basement floor of this building, during the process of erecting the new administration building, since both present studios were located in the front of the old administration building and subject to the noises of the building operation. In order to meet the increased need for Braille textbooks, therefore, it has been necessary to institute a daily and Saturday overtime schedule in the printing and binding departments for several months, in

Digitized by Google

order that necessary textbooks could be made available to the schools as soon as possible. It is expected that, by the end of this month, most orders for basic materials will have been shipped to the schools and classes.

Last summer at the Batavia Convention of the AAIB, I announced a plan whereby reprints of less than five copies of Braille books urgently needed by individual schools and classes would be produced promptly, provided said schools were willing to pay the extra cost of the small editions. It has not been possible to put this projected program into operation simply because all of our printing and binding equipment has been hard put, at an accelerated overtime schedule, to get out the large demand for basic text materials. Just as soon as this large demand is met, however, requests for individual texts in quantities of one or two copies will be filled.

A very real problem has developed during the past year in the large print department. A large proportion of the books adopted for publication proved to be difficult of reproduction in that the original ink-print format was such that direct page-for-page blow-ups of the original copy would have made the pages so large as to be too unwieldy for use by the average child. It has been necessary, therefore, to add considerably to our staff of lay-out technicians, whose job is to restrip the blown-up negatives into new page formats. Unfortunately, this means that, not only is the cost of the printing plates increased, but also the time required for their production. It is our feeling, however, that the results obtained are well worth the extra time and costs involved.

It is with regret that we must report that not as many new basic text materials in Braille and large type were produced during the 1954 fiscal year as should normally have been. Unfortunately, a large number of the books approved for publication proved to be those for which it was difficult to obtain permission to reprint, or which, upon investigation, were found to be in the process of revision by the ink-print publishers, and it seemed wiser to wait for the new editions. With the exception of a number of literature anthologies, most permissions were finally obtained for both Braille and large type printing, but several series will remain unavailable for Braille and large type editions until the new revisions are issued by the ink-print publishers.

Digitized by Google

FEDERAL APPROPRIATION

Perhaps the most effective accomplishment of the year has been the increase in the appropriation under the Act "To Promote the Education of the Blind." Following the increase in the authorization in 1952, the annual grant was enlarged to only $185,000 for the first two fiscal years, in spite of repeated and earnest requests. It was not until the budget for the current fiscal year was presented to Congress that both the Department of Health, Education, and Welfare and the Congress became convinced of the very real straits in which the schools and classes were placed for lack of money to meet the enlarged demands caused by advanced costs and rapidly rising enrollments. The appropriation for the 1954-1955 fiscal year, as you all know, provides a total of $215,000, based on an approximate $30 per capita for each child registered under the Act. I am happy to report that, in keeping with this same per capita base, the Department of Health, Education, and Welfare has approved for submission to the Bureau of Budget a request of $234,000 for the 1956 fiscal year, to meet the conservative estimated increase in enrollments next year of between 700 and 800 children.

Since your meeting in 1952, you as Trustees, and the Department of Health, Education, and Welfare, have been considering the possibilities of providing services under the Act "To Promote the Education of the Blind" to blind children other than those now registered in the schools and classes for the blind. So far, it has not been possible to determine an effective plan to accomplish this purpose. It is my hope that the Board of Trustees at this meeting will approve a possible workable plan of legislation to be presented to Congress to accomplish this objective. The addition of one or two thousand more children immediately to the roster would require an increase in the annual appropriation in excess of the present basic authorization of $265,000, if we are to keep the per capita at the present $30 rate. Further, there is also the problem of administration and distribution on an equable basis.

NEW PROGRAM OF SERVICE

As was announced last year, our Department of Educational Research got under actual way with the appointment of a full-time Director on a 10-month basis. A report of the work of this department has already been given by the Committee on Educa-

Digitized by Google

tional Research. Aside from pure research, however, a new service program to the schools has been instituted through the efforts of our Research Director, Mr. Samuel C. Ashcroft, in the form of educational tape recordings. Arrangements have been made with the University of Minnesota and others to furnish the Printing House with master tapes for quantity reproduction of programs for use as auxiliary aural classroom aids in our schools and classes, to be furnished through the Federal allotments. This department is just getting organized, and quantity production should be effected within the next several weeks. The effectiveness of our Department of Educational Research as a whole will, of course, take time to prove itself, but I am pleased with progress made during the past year under the direction of Mr. Ashcroft.

TANGIBLE APPARATUS

The Printing House started out very simply as a publishing institution. As a service agency for the schools and classes for the blind, however, its services have expanded in many directions. One of these is the manufacture of tangible apparatus or educational aids. Originally, this activity was confined to the manufacture of maps and slates and styluses. The number of items, quantity of production, and need for new aids has increased rapidly during the past ten years, however, until it would seem wise that this department be given the benefit of a guiding committee, such as we have for publications and research. In line with this thinking therefore, it is respectfully requested that a Committee on Tangible Apparatus be appointed or elected by the Board of Trustees at this meeting, consisting of five members whose duties shall be to confer with the Superintendent and staff in the adoption, design, and manufacture of such items for the benefit of the schools and classes. It is suggested that the membership of this Committee be established on a rotating basis, such as has been adopted for the Publications and Research Committees of the Board of Trustees.

It is with a great deal of satisfaction and pleasure that I can announce that during the past year research and tooling up for production of the relief globe, plastic relief plaques of the continents and the Hoff Aid have been completed and all of these aids are now in production. Printed brochures describing many of our aids have been prepared during the year and are now ready for release.

Digitized by Google

COOPERATION WITH THE FIELD

During the past several months, the Printing House has been conducting a program of research looking to improved methods and standardization in Braille printing processes. This program of research is being conducted under the sponsorship of the Library of Congress (by which it is also being financed), and with the direct cooperation of all the presses doing work for the Library, plus such other interested agencies as the American Foundation for the Blind, the Canadian National Institute for the Blind and the Royal National Institute for the Blind of England. It is hoped that this program of research will prove to be one of the most far-reaching ever conducted in the field. The objectives of the program include:

> Improving the quality of Braille printing and of Braille publications and increasing their acceptability by the blind.
>
> The standardization of methods of Braille production and the standardization of Braille printing itself throughout the industry.
>
> The reduction of costs by the application of principles, methods and materials which have been generally applied in the printing and allied fields, and thereby making such materials available on a much wider basis.

In addition to the Braille research program, the Printing House has cooperated in a similar research program for Talking Books being conducted by the staff of the American Foundation for the Blind, also under the sponsorship of the Library of Congress.

Again it is my pleasure to call to the attention of the trustees the high calibre of our administrative staff members, namely, Mr. Virgil E. Zickel, Plant Manager; Miss Marjorie S. Hooper, Braille and Large Type Editor; Mr. Samuel C. Ashcroft, Educational Research; Mr. Richard M. Lee, Production Engineer; Miss Jane T. Kent, Office Manager; and Miss Hazel V. Maffet, Magazine Department and Secretary to the Superintendent. This group not only contributes much to the success of the American Printing House, but in many instances they are called upon to serve on some of the most important committees in the field of education and work for the blind in this country. The participation of our staff members in such strategic positions in the field adds much to the prestige of the American Printing House

Digitized by Google

as well as to the effectiveness of the individuals themselves in their day to day labors for the institution.

In closing I should like to express my sincere thanks to Mr. Allen and the other members of the Executive Committee, the ex-officio Trustees and to our staff and all employees for their constant aid and support. Without this continued interest very little could be accomplished.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1953 to June 30, 1954

RECEIPTS:		
The Act "To Promote the Education of the Blind"	$ 185,000.00	
Sale of Materials to Other Agencies	505,950.57	
Reader's Digest Fund Donations	223,354.12	
Special Gifts Fund Donations	50,131.98	
Wills and Bequests	9,042.47	
Sale of Scrap	245.47	
Investment Income	10,297.12	
Collection of Interest Purchased	295.89	
Sale of Equipment	25.00	
TOTAL RECEIPTS		$ 984,342.62
Cash Balance July 1, 1953		194,495.74
TOTAL CASH TO ACCOUNT FOR		$1,178,838.36
DISBURSEMENTS:		
Salaries and Wages	$ 468,732.32	
Materials	212,364.57	
Manufacturing Expense	35,465.78	
General Factory Overhead Expense	26,698.83	
Shipping Expense	22,985.27	
Research and Experimentation	5,175.39	
Campaign Expense	43,641.31	
Administrative and Office Expense	25,357.76	
Employee Retirement Program	23,613.00	
Payroll Taxes	6,705.44	
Refunds to Reader's Digest Fund Donors	157.66	
TOTAL OPERATING DISBURSEMENTS	$ 870,897.33	
Equipment Purchased	20,075.11	
Addition to Building	32,978.79	
Investments Purchased	82,000.00	
Interest Purchased	301.28	
TOTAL	$1,006,252.51	
Less: Cash Discounts Taken	2,890.38	
TOTAL DISBURSEMENTS		1,003,362.13
CASH BALANCE — JUNE 30, 1954		$ 175,476.23
CONSISTING OF:		
Cash in Office	$ 250.00	
Cash in General Fund Bank Account	116,073.36	
Cash in Reader's Digest Fund Bank Account	24,215.37	
Cash in Building Fund Bank Account	34,937.50	
		$ 175,476.23

We hereby certify that the foregoing Financial Statement as of June 30, 1954, and the accompanying summary of Cash Receipts and Disbursements for the period July 1, 1953 to June 30, 1954, prepared by us, are correctly drawn; and, in our opinion, present fairly the financial condition and cash status of the American Printing House for the Blind, Incorporated, as of June 30, 1954.

Respectfully submitted,
WILLIAM COTTON COMPANY
Certified Public Accountants
T. H. Dowell, C. P. A.

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

FINANCIAL STATEMENT

As of June 30, 1954

ASSETS

Current:			
Cash		$ 98,381.97	
Accounts receivable		105,399.21	
Inventories:			
Finished Stock	$212,178.22		
Work in Process	128,954.08		
Materials	73,481.65	414,613.95	
TOTAL CURRENT ASSETS			$ 618,395.13
Feferred Charges:			
Supplies and Prepaid Expenses			18,291.12
Properties:			
Land		$ 11,907.03	
Buildings		378,453.22	
Machinery		241,298.79	
Office Equipment		22,337.86	
TOTAL		$653,996.90	
Less: Accumulated depreciation		247,080.68	
TOTAL PROPERTIES			406,916.22
TOTAL OPERATING ASSETS			$1,043,602.47
Special Funds:			
Endowment Fund Cash	$ 183.00		
Endowment Fund Investments	2,000.00	$ 2,183.00	
Reader's Digest Fund Cash	$ 22,483.25		
Reader's Digest Fund Investments	492,901.28	515,384.53	
Research Fund Cash		1,247.59	
Unrestricted Gift Fund Cash	$ 18,915.54		
Unrestricted Gift Fund Investments	60,150.00	79,065.54	
Building Fund Cash	$ 34,264.88		
Building under construction	8,314.82	42,579.70	
TOTAL SPECIAL FUNDS			640,460.36
TOTAL ASSETS			$1,684,062.83

Digitized by Google

LIABILITIES

Current:

Accounts Payable	$ 44,013.45	

Deferred Credits:

Unearned and Unallocated Income	2,041.70	
TOTAL LIABILITIES		$ 46,055.15

NET WORTH

General Fund:

Capital Investment	$582,356.08	
Reserve for Contingencies	415,191.24	
TOTAL NET WORTH — GENERAL FUND		997,547.32

Special Funds Principal:

Endowment		$ 2,183.00	
Reader's Digest Fund:			
For Editions	$144,485.79		
For Extensions	370,898.74	515,384.53	
Research Fund		1,247.59	
Unrestricted Gift Fund		79,065.54	
Building Fund		42,579.70	
TOTAL NET WORTH — SPECIAL FUNDS PRINCIPAL			640,460.36
TOTAL LIABILITIES AND NET WORTH			$1,684,062.83

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1953 to June 30, 1954

To Whom Paid	For What Purpose	Amount
Southeastern Paper Company	Shipping Supplies	122.51
Cudahy Packing Company	Bindery Supplies	121.01
Payroll July 14-25, 1953	Services	3,845.23
The Seymour Products Company	Tangible Apparatus Supplies	22.77
Payroll July 1-31, 1953	Services	1,674.99
Cercla, Incorporated	Bindery Supplies	218.87
Cane Brothers & Lane, Inc.	Bindery Supplies	283.71
National Starch Products	Bindery Supplies	13.72
Payroll July 28-Aug. 8, 1953	Services	3,555.96
The Cudahy Packing Company	Bindery Supplies	177.66
W. D. Gatchel & Sons	Large Type Supplies	206.00
Graham Paper Company	Large Type Supplies	54.10
Hilton Hawley Company	Large Type Supplies	62.86
Holliston Mills, Incorporated	Bindery Supplies	3,032.83
Varn Products Company	Large Type Supplies	32.67
William J. McLaughlin Company	Bindery Supplies	82.32
Philip A. Hunt Company	Large Type Supplies	51.18
The Arabol Manufacturing Co.	Bindery Supplies	151.96
Payroll Aug. 11-22, 1953	Services	3,770.45
Payroll Aug. 1-31, 1953	Services	2,529.16
Kentuckiana Photo Plate & Supply	Large Type Supplies	87.86
The Sherwin Williams Company	Large Type Supplies	14.07
Nashua Package Sealing	Shipping Supplies	220.00
Payroll Aug. 24-Sept. 5, 1953	Services	3,697.20
Miller Paper Company	Paper	690.21
Cercla, Incorporated	Bindery Supplies	604.11
Miller Paper Company	Paper	5,609.23
The Arabol Manufacturing Co.	Bindery Supplies	156.05
Philip A. Hunt Company	Large Type Supplies	59.40
Southeastern Paper Company	Shipping Supplies	77.40
Payroll Sept. 7-19, 1953	Services	3,641.20
Recto Molded Products Company	Tangible Apparatus Supplies	764.90
Wm. J. McLaughlin & Company	Bindery Supplies	84.87
Louisville Paper Company	Shipping Supplies	391.25
Payroll Sept. 1-30, 1953	Services	1,866.66
Payroll Sept. 21-Oct. 3, 1953	Services	3,831.63
Southern Litho Plate & Supply	Large Type Supplies	160.00
W. D. Gatchel & Sons	Large Type Supplies	103.00
Kentuckiana Photo Plate & Supply	Large Type Supplies	114.81
Philip A. Hunt Company	Large Type Supplies	25.59
Payroll Oct. 6-17, 1953	Services	3,816.55
The Arabol Manufacturing Co.	Bindery Supplies	156.05
Carter Dry Goods Company	Large Type Supplies	205.40
McKinley Litho Supply Company	Large Type Supplies	58.80
Illinois Zinc Company	Zinc Plate Blanks	321.27
Holliston Mills, Incorporated	Bindery Supplies	2,104.61
Payroll Oct. 1-31, 1953	Services	2,404.16
Payroll Oct. 19-31, 1953	Services	3,641.49
Brown Wood Products	Tangible Apparatus Supplies	786.72
Chicago Steel & Wire Company	Bindery Supplies	26.20
Illinois Zinc Company	Zinc Plate Blanks	1,263.73
Graham Paper Company	Large Type Supplies	12.94
Philip A. Hunt Company	Large Type Supplies	25.59
Carter Dry Goods Company	Large Type Supplies	65.00
McKinley Litho Supply Company	Large Type Supplies	58.80

Digitized by Google

To Whom Paid	For What Purpose	Amount
Payroll Nov. 2-14, 1953	Services	3,756.40
Wm. J. McLaughlin & Company	Bindery Supplies	84.87
Judson L. Thomson Mfg. Company	Bindery Supplies	693.90
Miller Paper Company	Paper	12,497.40
Cercla, Incorporated	Bindery Supplies	668.32
Payroll Nov. 16-28, 1953	Services	3,507.50
Payroll Nov. 1-30, 1953	Services	1,866.66
General Box Company	Shipping Supplies	363.31
Cercla, Incorporated	Bindery Supplies	659.34
Reynolds Metals Company	Aluminum Plate Blanks	1,087.84
Southern Litho Plate & Supply	Large Type Supplies	68.00
Hilton Hawley Company	Large Type Supplies	29.70
Carter Dry Goods Company	Large Type Supplies	55.25
Miller Paper Company	Paper	4,413.26
General Box Company	Shipping Supplies	402.35
Payroll Nov. 30-Dec. 12, 1953	Services	3,677.51
The Arabol Manufacturing Co.	Bindery Supplies	151.25
Graham Paper Company	Shipping Supplies	52.44
Hubbell Metals, Incorporated	Tangible Apparatus Supplies	779.19
McKinley Litho Supply Company	Large Type Supplies	117.60
Payroll Dec. 14-26, 1953	Services	3,564.96
Varn Products Company	Large Type Supplies	33.00
Aluminum Finishing Corporation	Tangible Apparatus Supplies	103.11
Payroll Dec. 28-31, 1953	Services	2,383.37
Payroll Dec. 1-31, 1953	Services	1,395.70
Recto Molded Products, Inc.	Tangible Apparatus Supplies	167.72
Wm. J. McLaughlin & Company	Bindery Supplies	338.13
Southern Litho Plate & Supply	Large Type Supplies	88.80
Southern Litho Plate & Supply	Large Type Supplies	71.20
Revere Copper & Brass, Inc.	Talking Book Supplies	4,924.55
Judson L. Thomson Mfg. Company	Bindery Supplies	79.03
Miller Paper Company	Paper	348.46
Revere Copper & Brass, Inc.	Tangible Apparatus Supplies	162.38
Cercla, Incorporated	Bindery Supplies	238.81
Payroll Jan. 1-16, 1954	Services	4,071.06
Payroll Jan. 1-30, 1954	Services	1,866.66
Payroll Jan. 18-30, 1954	Services	3,716.49
The Arabol Manufacturing Co.	Bindery Supplies	157.63
Cudahy Packing Company	Bindery Supplies	20.53
Dickson Company	Annual Report	136.00
Hegler Zinc Company	Zinc Plate Blanks	164.12
Waltham Screw Company	Tangible Apparatus Supplies	208.41
Payroll Feb. 1-13, 1954	Services	3,625.46
Payroll Feb. 1-27, 1954	Services	2,383.33
Payroll Feb. 15-27, 1954	Services	3,647.83
Southern Litho Plate & Supply	Large Type Supplies	248.00
McKinley Litho Supply Company	Large Type Supplies	117.60
Chicago Steel & Wire Company	Bindery Supplies	29.20
Miller Paper Company	Paper	1,691.55
Cercla, Incorporated	Bindery Supplies	284.64
Payroll Mar. 1-13, 1954	Services	3,555.11
The Cudahy Packing Company	Bindery Supplies	139.77
The Hilton Hawley Company	Large Type Supplies	30.00
Harbor Plywood Corp. of Indiana	Tangible Apparatus Supplies	120.96
Philip A. Hunt Company	Large Type Supplies	25.60
Illinois Zinc Company	Zinc Plate Blanks—L.T.	661.49
Kentuckiana Photo Plate & Supply	Large Type Supplies	114.85
Wm. J. McLaughlin & Company	Bindery Supplies	84.87
Southern Litho Plate & Supply	Large Type Supplies	120.00
Waltham Screw Company	Tangible Apparatus Supplies	32.97
Cercla, Incorporated	Bindery Supplies	442.77
Philip A. Hunt Company	Large Type Supplies	59.40

Digitized by Google

To Whom Paid	For What Purpose	Amount
Illinois Zinc Company	Zinc Plate Blanks	1,409.69
Varn Products Company	Large Type Supplies	32.67
Waltham Screw Company	Tangible Apparatus Supplies	365.93
Payroll Mar. 15-27, 1954	Services	3,571.47
Payroll Mar. 1-31, 1954	Services	1,866.66
Cercla, Incorporated	Bindery Supplies	363.01
Modern Lumber & Millwork Co.	Tangible Apparatus Supplies	187.40
Southern Litho Plate & Supply	Large Type Supplies	70.00
Waltham Screw Company	Tangible Apparatus Supplies	94.42
Payroll Mar. 29-Apr. 10, 1954	Services	3,633.15
The Arabol Manufacturing Co.	Bindery Supplies	158.45
National Starch Products, Inc.	Bindery Supplies	13.72
Reynolds Metals Company	Aluminum Plate Blanks	1,044.98
Payroll Apr. 12-24, 1954	Services	3,729.97
Payroll Apr. 1-30, 1954	Services	2,383.34
Southern Litho Plate & Supply	Large Type Supplies	90.40
Payroll Apr. 26-May 8, 1954	Services	3,621.68
Graham Paper Company	Shipping Supplies	55.45
Wm. J. McLaughlin & Company	Bindery Supplies	697.66
Southern Litho Plate & Supply	Large Type Supplies	136.00
Miller Paper Company	Paper	1,896.86
The Arabol Manufacturing Co.	Bindery Supplies	159.65
The Cudahy Packing Company	Bindery Supplies	286.34
National Starch Products, Inc.	Bindery Supplies	12.74
Holliston Mills, Incorporated	Bindery Supplies	3,007.72
Payroll May 10-22, 1954	Services	3,674.62
Payroll May 1-29, 1954	Services	1,866.66
Southern Litho Plate & Supply	Large Type Supplies	207.60
Wm. J. McLaughlin & Company	Bindery Supplies	1,017.08
Gane Brothers & Lane, Inc.	Bindery Supplies	142.26
Breckel Press	Braille Music Catalog	163.00
Payroll May 24-June 5, 1954	Services	3,628.86
Miller Paper Company	Paper	4,465.41
Carter Dry Goods Company	Large Type Supplies	65.00
Griffin, Campbell, Hayes, Walsh	Bindery Supplies	84.03
Hilton Hawley Company	Large Type Supplies	29.70
Miller Paper Company	Paper	3,928.39
Philip A. Hunt Company	Large Type Supplies	25.59
Payroll June 8-19, 1954	Services	3,068.12
	GRAND TOTAL	$185,000.00

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1952 - 1954

	1951-1952	1952-1953	1953-1954
Braille Publications:			
Number of Plates Stereotyped	98,807	94,674	95,361
Number of Titles Embossed:			
Literary	208	251	346
Music	91	25	74
Magazines	673	592	570
Number of Pages Printed	32,439,292	34,234,668	35,484,020
Number of Volumes Bound:			
Sewed Binding	16,442	13,979	10,512
Limited Binding	21,629	33,563	41,297
Number of Pamphlets Published:			
Pressboard Covers	117	175	17
Jute Covers	7,405	15,093	17,310
Paper Covers	14,842	5,180	23,983
Number of Magazines Published	472,746	513,280	501,367
Number of Music Selections Published	1,410	2,758	2,250
Number of Alphabet Cards Printed	758,000	301,176	546,795
Large Print Books:			
Number of Plates	7,892	8,278	4,209
Number of Titles Published	47	56	33
Number of Pages Printed	2,378,104	3,669,738	2,899,984
Number of Books Bound	9,467	10,415	12,139
Number of Pamphlets	2,964	3,197	3,585
Talking Books:			
Number of Masters Recorded	4,297	3,648	4,252
Number of Books Recorded	122	124	142
Number of Magazines Recorded	26	28	28
Number of Records Pressed	420,176	406,047	420,472
Number of Albums Made (Limited)	695	390	1,106
Number of Talking Book Containers Made:			
Black Fibre	23,066	18,916	19,510
Number Reproducers Made	96	.....	80
Tangible Apparatus Manufactured:			
Maps (Dissected)	10	10	19
Slates	2,937	3,154	3,242
Styluses	6,750	16,568	.....
Braillewriters:			
New Hall	437	160	.....
Braillewriter Cases	250	200	200
Spelling Frames and Words (sets)	.....	.....	.....
IMOUT Games	146	.....	.....
Constructo Sets	99	5	.....
Graphic Aids to Mathematics	34	205	.....
Mitchell Forms	99	.....	.....
Braille Clock Faces	93	.....	.....
Cubarithum Slates	.....	794	.....
Kine Multiply Vizr	.....	.....	182

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS for the EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1954, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; August 23, 1937; and May 22, 1952, entitled "An Act to Promote the Education of the Blind":

	January 1953 No. of Pupils	Amount of Quota for the Year Ending June 30, 1954
Alabama Institute for the Deaf and Blind Talladega, Alabama	169	$ 4,784.24
Arizona State School for the Deaf and Blind Tucson, Arizona	43	1,217.29
Arkansas School for the Blind Little Rock, Arkansas	122	3,453.71
Atlanta Public Schools Department for the Blind Atlanta, Georgia	15	424.64
Battle Creek Public Schools Classes for the Blind Battle Creek, Michigan	11	311.40
Boston Public Schools Class for the Blind Boston, Massachusetts	3	84.93
Buffalo Board of Education Classes for the Blind Buffalo, New York	30	849.27
California School for the Blind Berkeley, California	159	4,501.15
Campbell Union School District Class for the Blind Campbell, California	9	254.78
Chicago Public Schools Department for the Blind Chicago, Illinois	165	4,671.00
Cincinnati Public Schools Classes for the Blind Cincinnati, Ohio	46	1,302.22
Cleveland Public Schools Department for the Blind Cleveland, Ohio	86	2,434.58
Colorado School for the Deaf and Blind Colorado Springs, Colorado	70	1,981.64
Connecticut School for the Blind Hartford, Connecticut	82	2,321.35

Digitized by Google

	January 1953 No. of Pupils	Amount of Quota for the Year Ending June 30, 1954
Dallas Independent School District Department for the Visually Handicapped Dallas, Texas	10	283.09
Dearborn Public Schools Department for the Blind Dearborn, Michigan	16	452.95
Detroit Public Schools Braille and Sight-Saving Department Detroit, Michigan	128	3,623.57
Diamond Head School Honolulu, Hawaii	10	283.09
District of Columbia Public Schools Dept. of Special Classes for Exceptional Children — Classes for the Blind Washington, D. C.	14	396.33
Duluth Board of Education Dept. for the Blind and Sight-Saving Duluth, Minesota	15	424.64
Elizabeth Public Schools Class for the Blind Elizabeth, New Jersey	12	339.71
Florida School for the Deaf and Blind St. Augustine, Florida	115	3,255.55
Forth Worth Public Schools Class for the Blind Fort Worth, Texas	6	169.85
Fresno City Schools Department for the Blind Fresno, California	7	198.16
Georgia Academy for the Blind Macon, Georgia	151	4,274.68
Grand Rapids Public Schools Braille and Sight-Saving Department Grand Rapids, Michigan	15	424.64
Hackensack Public Schools Class for the Blind Hackensack, New Jersey	9	254.78
Hawthorne School District Classes for the Blind Hawthorne, California	7	198.16
Idaho School for the Deaf and Blind Gooding, Idaho	23	651.11
Illinois School for the Blind Jacksonville, Illinois	180	5,095.64
Indiana School for the Blind Indianapolis, Indiana	117	3,312.17
Instituto Puertorriqueno De Ninos Ciegos Santurce, Puerto Rico	73	2,066.56
Iowa Braille and Sight-Saving School Vinton, Iowa	130	3,680.18

Digitized by Google

	January 1953 No. of Pupils	Amount of Quota for the Year Ending June 30, 1954
Iowa School for the Deaf Department for the Deaf-Blind Council Bluffs, Iowa	8	226.47
Jackson Public Schools Braille and Sight-Saving Department Jackson, Michigan	2	56.62
Jersey City Public Schools Classes for the Blind Jersey City, New Jersey	9	254.78
Kansas School for the Blind Kansas City, Kansas	73	2,066.56
Kentucky School for the Blind Louisville, Kentucky	119	3,368.78
Lavelle School for the Blind New York, New York	63	1,783.47
Long Beach Public Schools Class for the Blind Long Beach, California	16	452.95
Los Angeles Public Schools Schools for the Blind and Sight-Saving Los Angeles, California	153	4,331.29
Louisiana State School for the Blind Baton Rouge, Louisiana	69	1,953.33
Louisiana State School for Blind Negroes Southern Branch Post Office Baton Rouge, Louisiana	55	1,557.00
Maryland School for the Blind Overlea, Maryland	131	3,708.49
Michigan Employment Institution for Blind Saginaw, Michigan	6	169.85
Michigan School for the Blind Lansing, Michigan	133	3,765.11
Milwaukee Public Schools Department for the Blind Milwaukee, Wisconsin	40	1,132.36
Minneapolis Public Schools Dept. for Sight-Saving and Braille Minneapolis, Minnesota	40	1,132.36
Minnesota Braille and Sight-Saving School Faribault, Minnesota	95	2,689.37
Mississippi School for the Blind Jackson, Mississippi	114	3,227.24
Missouri School for the Blind St. Louis, Missouri	149	4,218.06
Montana School for Deaf and Blind Great Falls, Montana	23	651.11
Montclair Public Schools Department for the Blind Montclair, New Jersey	5	141.55

Digitized by Google

	January 1953 No. of Pupils	Amount of Quota for the Year Ending June 30, 1954
Nebraska School for the Blind Nebraska City, Nebraska	37	1,047.44
Newark Public Schools Braille and Sight Conservation Classes Newark, New Jersey	35	990.82
New Jersey Commission for the Blind Newark, New Jersey	147	4,161.44
New Mexico School for the Blind Alamagordo, New Mexico	65	1,840.09
New Orleans Public Schools Class for the Blind New Orleans, Louisiana	5	141.55
New York City Public Schools Bureau for Education of Visually Handicapped Brooklyn, New York	106	3,000.77
New York Institute for Education of the Blind New York, New York	178	5,039.02
New York State School for the Blind Batavia, New York	164	4,642.69
North Carolina School for the Blind and Deaf Raleigh, North Carolina	298	8,436.11
North Carolina State Commission for the Blind Rehabilitation Center Raleigh, North Carolina	37	1,047.44
North Dakota School for the Blind Bathgate, North Dakota	31	877.58
Ohio State School for the Blind Worthington, Ohio	198	5,605.20
Oklahoma School for the Blind Muskogee, Oklahoma	81	2,293.04
Oklahoma Consolidated Negro Institution Dept. for the Blind Taft, Oklahoma	5	141.55
Orange County Board of Education Classes for the Blind Santa Ana, California	4	113.24
Oregon State School for the Blind Salem, Oregon	58	1,641.93
Overbrook School for the Blind Philadelphia, Pennsylvania	249	7,048.97
Paterson Public Schools Department for the Blind Paterson, New Jersey	9	254.78
Perkins Institution and Massachusetts School for the Blind Watertown, Massachusetts	241	6,822.49
Portland Public Schools Dept. for the Blind and Visually Handicapped Portland, Oregon	17	481.25

Digitized by Google

	January 1953 No. of Pupils	Amount of Quota for the Year Ending June 30, 1954
Sacramento City Unified School District Classes for the Blind Sacramento, California	2	56.62
St. Cloud Public Schools Department for the Blind St. Cloud, Minnesota	4	113.24
San Mateo County Public Schools Class for the Blind Redwood City, California	5	141.55
San Francisco Unified School District Classes for the Blind San Francisco, California	4	113.24
San Leandro Unified District Classes for the Blind San Leandro, California	6	169.85
South Carolina School for the Deaf and Blind Spartansburg, South Carolina	89	2,519.51
South Dakota School for the Blind Gary, South Dakota	37	1,047.44
Tennessee School for the Blind Donelson, Tennessee	154	4,359.60
Texas School for the Blind Austin, Texas	177	5,010.71
Texas Blind, Deaf and Orphan School Austin, Texas	49	1,387.15
Utah School for the Deaf and Blind Ogden, Utah	32	905.89
Virginia School for the Deaf and Blind Staunton, Virginia	132	3,736.80
Virginia State School Hampton, Virginia	54	1,528.69
Washington State School for the Blind Vancouver, Washington	77	2,179.80
Western Pennsylvania School for the Blind Pittsburgh, Pennsylvania	151	4,274.67
West Virginia Schools for Colored Deaf and Blind Institute, West Virginia	18	509.56
West Virginia State School for Deaf and Blind Romney, West Virginia	84	2,377.96
Wisconsin School for the Visually Handicapped Janesville, Wisconsin	133	3,765.11
Youngstown Public Schools Department for the Blind Youngstown, Ohio	11	311.40
Per Capita: $28.309105	6535	$185,000.00

Digitized by Google

Digitized by Google

Digitized by Google

UNIVERSITY OF MICHIGAN

EIGHTY-SEVENTH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1955

Digitized by Google


Digitized by Google

EIGHTY-SEVENTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1955

Digitized by Google



STUART E. DUNCAN

Member of Board of Trustees — 1926-1955

Mr. Stuart E. Duncan resigned as a member of the Board of Trustees of the American Printing House for the Blind, May 31, 1955, after a term of twenty-nine years.

A life-long citizen of Louisville, Mr. Duncan started work at the Peaslee-Gaulbert Corporation, at age 17, as an office boy. He served the firm well in many capacities, and for eighteen years prior to his retirement was President of the corporation.

Mr. Duncan has given much of his time and thought without remuneration to civic betterment and to lessening the hardships of human conditions. Long a leader in religious activities, he is a Life Member of the Board of Deacons of the Second Presbyterian Church of Louisville. For fifty years, he has served as President of the Board of Trustees of the Presbyterian Home for Children at Anchorage, Kentucky.

During the twenty-nine years he served as a member of the Board of Trustees of the American Printing House for the Blind, he was devoted to the institution and the welfare of the blind. His wise counsel will be greatly missed.

Digitized by Google

OFFICERS FOR 1954-1955

●

President

WILLIAM C. DABNEY

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

EGBERT N. PEELER (Exp. 1955), *Chairman*

DR. J. E. BRYAN (Exp. 1959) *
W. J. FINCH (Exp. 1957)
V. R. CARTER (Exp. 1956)
J. M. WOOLLY (Exp. 1958)
DR. A. G. KLOSS*

Committee on Educational Research

EDWARD J. WATERHOUSE (Exp. 1956), *Chairman*

DR. M. E. FRAMPTON (Exp. 1957)
DR. NEAL F. QUIMBY (Exp. 1958)
D. W. OVERBEAY (Exp. 1955)
HUGO F. SCHUNHOFF (Exp. 1959)

Tangible Apparatus Committee

FRANK JOHNS, JR. (Exp. 1959), *Chairman*

V. R. CARTER (Exp. 1958)
MRS. MARION H. GREW (Exp. 1957) †
W. CRABIN GILL (Exp. 1955)
EDWARD H. TILLINGHAST (Exp. 1956)

Trustees

CHARLES W. ALLEN
STUART E. DUNCAN‡
J. MCFERRAN BARR
MARK F. ETHRIDGE
CHARLES R. BOTTORFF‡
JOHN B. MCFERRAN, JR.
WILLIAM C. DABNEY
GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

*Dr. Bryan resigned as of February, 1955, and Dr. Kloss was co-opted by the Committee to complete the fiscal year's term of office.

†Term automatically expired, summer 1955, when ceased to be an Ex-Officio Trustee.

‡Mr. Duncan resigned as Member of Board effective May 31, 1955, at which time Mr. Bottorff was elected to fill his position.

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., October 25, 1955, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. William C. Dabney, President, Louisville, Kentucky.

Mr. Robert Lambert, Vice-President; Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. Charles W. Allen, Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Mr. Frank M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. Byron Berhow, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. W. J. Finch, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. Leo J. Flood, Superintendent, Illinois Braille and Sight-Saving School, Jacksonville, Illinois.

Mr. W. Crabin Gill, Superintendent, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mr. W. A. Hack, Superintendent, South Dakota School for the Blind, Gary, South Dakota.

Mr. Frank Johns, Jr., Superintendent, Oak Hill School, Hartford, Connecticut.

Digitized by Google

Mr. Paul J. Langan, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. E. A. McBride, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Mr. John B. McFerran, Jr., Louisville, Kentucky.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight-Saving School, Vinton, Iowa.

Mr. Egbert N. Peeler, Superintendent, North Carolina School for the Blind and the Deaf, Raleigh, North Carolina.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Visually Handicapped, Alamogordo, New Mexico.

Mr. Jerry L. Regler, Superintendent, Nebraska School for the Blind, Nebraska City, Nebraska.

Mr. Hugo F. Schunhoff, Superintendent, West Virginia Schools for the Deaf and Blind, Romney, West Virginia.

Mr. Roy M. Stelle, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Dr. Robert H. Thompson, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. E. J. Wood, Superintendent, Tennessee School for the Blind, Donelson, Tennessee.

Mr. John M. Wallace, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The Reports of the Executive Committee, Publications Committee, Educational Research Committee, Tangible Apparatus Committee, and the Superintendent were read and, upon motions duly seconded and passed, were approved and ordered published in this Annual Report as listed on pages 7, 10, 13, 15, and 17, respectively.

Digitized by Google

Mr. Frank Johns, Jr., as Chairman of the Nominating Committee, placed in nomination the following Trustees, who were duly seconded and elected:

Publications Committee:

V. R. Carter, Chairman
Dr. Alton G. Kloss—for 4 years (Exp. 1959)
Francis M. Andrews—for 5 years (Exp. 1960)

Educational Research Committee:

Edward J. Waterhouse, Chairman
Paul J. Langan—for 5 years (Exp. 1960)

Tangible Apparatus Committee:

Frank Johns, Jr., Chairman
John M. Wallace—for 5 years (Exp. 1960)

The Chairman of the Nominating Committee also placed in nomination the following slate for officers of the American Printing House for the Blind for a one-year term:

William C. Dabney, President

Robert Lambert, Vice-President

Finis E. Davis, Secretary

First National Bank of Louisville, Treasurer

The entire slate was duly seconded and unanimously elected.

Upon motion, duly seconded, the Superintendent was re-elected for a two-year term.

President Dabney expressed appreciation to the Ex-officio Trustees for their presence and contributions to the success of the meeting, and urged all who possibly could to remain over for the special luncheon and Formal Opening of the new administration building the following day.

There being no further business, the meeting adjourned.

Respectfully submitted,

FINIS E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 25, 1955

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE FOR THE
BLIND

Gentlemen:

On behalf of your Executive Committee, I am happy to present my first report as President of the American Printing House for the Blind. It has been my pleasure to spend a considerable amount of time during the year at the Printing House, consulting with Mr. Davis and his staff, in order that I might become more familiar with the work of the institution. The many facets of activity conducted by the Printing House interest me greatly, and I feel fortunate, indeed, to be a part of its meritorious services to the blind.

The completion of the new administration building and renovation of parts of the old main building and west wing are an accomplishment of justifiable pride to your Committee. Spacious and beautiful quarters have been provided for the administrative personnel, as well as the Braille and Talking Book embossing, recording and proofreading departments, not to mention an adequate room for Board meetings. The addition of new and modern equipment has also added measurably to the efficiency of our workers. There still remains the renovation of the rooms evacuated by those departments which have been transferred to new locations, to provide for necessary expansion in plant operation. Consideration is also being given to refurbishing the first floor of the west wing (now occupied by the fund-raising and magazine circulation department) and to removing the lunchroom, if possible, to a more central location for all departments, thus again leaving space for needed expansion in the printing and binding departments. For the benefit of those who may wonder at the apparent never-ending need to expand and renovate our buildings and equipment, may I point out that, in the past eight years alone, the Printing House has increased its annual receipts from $573,000 to $1,257,000. In a fast-growing industrial community such as Louisville, with a consequent tight labor market, this expansion has been possible

Digitized by Google

only through the construction of adequate facilities and the introduction of modern, efficient equipment and procedures.

During the next two days, the Printing House staff and employees will be hosts to an Open House for workers of the blind and the general public. Invitations have been sent out to the Formal Opening and Tour to be held tomorrow afternoon, beginning at 2:00 o'clock, and it is hoped that as many as possible of the Ex-officio Trustees will be able to stay over to attend. A general Open House for the citizens of Louisville will be held the following day.

The adoption of the $1.00 Minimum Wage Law by the last session of Congress will result in a considerable increase in costs of production for the Printing House. By and large, we draw the bulk of our employees from the general labor market. This means that, not only will the minimum wage for new and inexperienced employees have to be set at $1.00 per hour, but consideration must also be given to adjustments for experienced and technical employees in more advanced wage brackets on the basis of relative merit and efficiency. Present estimates would indicate an immediate over-all increase in the total wage cost of the Printing House of a little under 14 per cent when the new $1.00 minimum wage becomes effective March 1, 1956. In anticipation of the change, your Executive Committee decided to make our wage increases in two steps, on September 1, 1955. and February 1, 1956, respectively, so that they would be in full force when the law takes effect. To meet the increased costs of production, in not only our own wage scale, but also in the costs of raw material, new price schedules on all Printing House products will be adopted as of January 1, 1956. New catalogs for all departments are now in the process of publication, for distribution the first of the year.

In spite of necessary make-shift arrangements during the new construction and renovation period, our staff and employees have maintained a high level of production, and employee morale is excellent. It is the feeling of your Executive Committee that this condition is due, not only to the provision of comfortable and efficient facilities, but also to the security provided by the retirement and health and hospitalization plans instituted during the last few years. One of the highlights of the year for your Committee was the dinner on December 14th last, at which twenty employees of from 20 to 45 years of

Digitized by Google

service were given service awards. As is customary, Mr. Davis, our Superintendent, will present a much more detailed report of our year's work in his report.

After 29 years of service, Mr. Stuart Duncan resigned from the Board of Trustees and Mr. Charles R. Bottorff, Chairman of the Board of the Belknap Hardware & Manufacturing Company, was elected to succeed him. I am sure that because of Mr. Bottorff's broad business experience, he will make a valuable contribution to the institution.

In closing, may I express to the Ex-officio Trustees the appreciation of myself and my fellow-members of the Executive Committee for your professional help in the conduct of the affairs of the Printing House. To Mr. Davis and the entire staff I extend my heartiest congratulations for a difficult and successful year well done.

Respectfully submitted,

WILLIAM C. DABNEY, *President*

Digitized by Google

Digitized by Google

replies were received from the schools, the Printing House opened negotiations with the publishing houses to obtain permissions for embossing and printing large type editions of the recommended titles.

The third step in the new program was inaugurated yesterday by the Publications Committee, when they approved the titles which had been chosen, and authorized that the schools be instructed to place orders at once. It is anticipated that the orders for these books will be received within the next two weeks and that the Printing House will begin immediately the job of embossing and printing all of the titles so that they may be ready for delivery by the first of August of 1956.

Perhaps it would be of some value to point out briefly the differences in the procedure followed here to that which has been followed prior to the current year. In the past, it has been customary for the Printing House to notify the schools that the Printing House was ready to receive recommendations for textbooks, library books, fiction, etc. The schools responded by sending in miscellaneous lists of titles, which in many cases, varied so much from school to school that it was very difficult for the Publications Committee to determine which titles were the most popular and in the greatest need. Under the new plan, teachers are given an opportunity to indicate in advance the textbooks which are weakest in their inventories. After these weak points are determined, all efforts on the part of the Printing House, the Publications Committee and the teachers are directed towards the selection and procuring of new books to fill the weak categories in the catalog.

During the last few years, the Library of Congress has been awarding contracts to the Printing House for juvenile fiction on Talking Book records. Copies of all of these books are made available to the teachers and librarians in our schools, and it is felt that they adequately fill the need for such material. Because of this program from the Library of Congress, the Publications Committee has not approved any Talking Books for publication for a period of two years.

No additional music books were approved by the Committee because a large list was presented from the AAIB Music Workshop group last year, and the Printing House is in the process

Digitized by Google

of producing these selections which will require at least twelve more months to complete.

The Committee agreed that a new procedure should be tried, on an experimental basis, for the selection of library books. Under this plan, the librarians will be asked to give advice as to the Dewey Decimal categories in our Braille catalog which are in the greatest need at the present time. After these particular areas have been determined, selected groups of starred and double-starred books from THE CHILDREN'S CATALOG and THE HIGH SCHOOL CATALOG will be sent to the schools for orders. It is hoped that this procedure will help to produce a better balance in library books for the schools. In the past, it has been customary to rely largely on the orders of the Library of Congress for library materials. Such orders from the Library have leaned heavily towards fiction and biography. This represents only a part of the broad coverage necessary for a well-balanced library. The new plan will be attempted during the fall of 1955 on an experimental basis, and will be evaluated for favorable results at a later date.

The staff of the Printing House reported to the Publications Committee that the production of large type books in the upper grades was unsatisfactory financially because of the large inventories which are being manufactured and the small number of orders which have been received for the books. The problem was presented to the superintendents' group for discussion, and the Publications Committee was instructed to continue to supply large type books for all textbooks, but the Printing House was given approval to decrease the quantity, where necessary, of books printed in large type, and to increase proportionally the cost per copy in order to avoid financial loss in the production of such books. The superintendents indicated that it was not necessary to produce large type books for some semi-basal texts, such as INDUSTRIAL ARTS WOODWORKING. The Publications Committee will try to give this consideration as titles for the upper grades are considered in the future.

Respectfully submitted,

EGBERT N. PEELER, *Chairman*

Digitized by Google

REPORT OF EDUCATIONAL RESEARCH COMMITTEE

October 25, 1955

TO THE MEMBERS OF THE BOARD OF TRUSTEES OF THE AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

The Educational Research Committee of the American Printing House for the Blind met at the Printing House at 1:30 p.m., Sunday, October 23, 1955, with the following members present:

Dr. Neal F. Quimby

Mr. Hugo F. Schunhoff

Mr. D. W. Overbeay

Also present were Mr. Finis E. Davis, Superintendent of the Printing House, and Mr. Samuel C. Ashcroft, Director of Educational Research.

In the absence of Mr. Edward Waterhouse, Dr. Quimby was appointed Temporary Chairman, and Mr. Overbeay was appointed Acting Secretary.

Mr. Ashcroft read the Annual Report of the Educational Research Director. The report was accepted as read and made a permanent part of the Minutes.

Mr. Ashcroft was directed to discuss the report at a general meeting of superintendents at 9:00 a.m., Monday morning, the 24th. The Acting Secretary was directed to present a report of the Committee to the Trustees in formal meeting, Tuesday, October 25th, at 12:15 p.m., at the Pendennis Club, Louisville.

The Committee recommended that work on the following projects be continued:

1. The analysis of reading difficulties in the direction of the study of Braille reading errors.

Digitized by Google

2. Braille vocational information as it pertains to blind boys and girls.
3. Projects in the field of testing.
4. The Library of Congress Braille Research Program.
5. Projects recommended by liaison personnel from the schools.
6. Such projects as the Printing House Committee on Educational Research may suggest during the course of the coming year.

The advisability of establishing a research library at the Printing House, and of mailing bi-monthly bulletins on the progress of the Research Department to the Trustees, was discussed and left to the discretion of Mr. Davis.

The Committee believes that the establishment of a Department of Educational Research at the American Printing House for the Blind to be one of the most forward-looking steps ever taken. Further, the Committee wishes to commend Mr. Davis and Mr. Ashcroft for the progress made in the area of educational research since the last formal meeting of the Trustees.

Respectfully submitted,

D. W. OVERBEAY, *Acting Secretary*

Digitized by Google

REPORT OF THE TANGIBLE APPARATUS COMMITTEE

October 25, 1955

TO THE MEMBERS OF THE BOARD OF TRUSTEES OF THE AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

It is a pleasure to report on the activities of the Tangible Apparatus Committee formed at the request of the Board of Trustees at the last Annual Meeting held November 9, 1954.

The need for such a committee grew out of problems the American Printing House has encountered for many years in the proper selection of tangible apparatus or educational aids. It was felt there was room for improvement in this area and that a real effort should be made to secure new ideas for aids, possibly improve design of present apparatus, and encourage the use of this available equipment.

This is also in accord with the desire of the Printing House to expand its efforts and services in the field of tangible apparatus. As a result of these problems and evident need for study, evaluation, and research in this area, a Tangible Apparatus Committee was formed and met Sunday evening, October 23, 1955, with the following members present:

Frank Johns, Jr., Chairman

V. R. Carter

W. C. Gill

E. W. Tillinghast

EVALUATION: The entire work of the Committee during the past year consisted almost entirely of the evaluation of five aids which were circulated among the schools of the respective superintendents serving on the Committee. Comments concerning the aids by the members were sent to the Chairman who in turn wrote summary reports which he sent on to the Printing House.

Digitized by Google

The Committee evaluated five aids: Two writing boards, a multi-aid, a Pic Peg Game, and a plastic map. Of these five aids, the Pic Peg Game and a plastic map were approved for possible production in the light of proposed changes.

It was also recommended that developmental work be continued on the Lavender Braillewriter. This writer is in excellent one which should be economical to manufacture.

PUBLIC RELATIONS: A display of apparatus, aids, etc., is being planned by the Printing House for the 1956 AAIB Convention. Possible demonstrations are also being investigated. It was also recommended that suitable exhibits from other agencies and organizations be a part of the Convention.

In the meantime, the schools will be asked to acquaint their staffs more thoroughly with the aids which are now available. Regional meetings and other means of stimulating interest are being considered. A necessary study and survey will be made to determine what contribution can be made in this area.

RESEARCH: A survey and study is being planned to determine what contribution can be made in this area.

EXISTING EQUIPMENT: A survey and study is being made to review types of equipment now being used and to determine what action is needed here.

These and other projects are being considered by the Committee for action in the near future, and it is hoped the Committee can be of real service to the Printing House and schools in this respect.

We would like to thank the American Printing House for the excellent service it now gives the schools in the educational aids which are now available. The Committee would also like to express its appreciation for the guidance given by the Printing House staff during the past year.

Respectfully submitted,

FRANK JOHNS, JR., *Chairman*

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 25, 1955

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE FOR THE
BLIND

Gentlemen:

The 1955 fiscal year was an unusually successful year for the Printing House, with production and deliveries, as well as the completion of new projects, far in excess of any previous year. It is with considerable pride, therefore, that I present the following summary of the year's activities:

PRODUCTION

During the 1955 year, a record-breaking $238,000 worth of books and materials were delivered to the schools and classes, an increase of $53,000 over the previous year. Approximately $139,000 of this comprised Braille books, magazines and music, $11,000 Talking Books, $41,000 large type books, and $41,500 tangible apparatus and the like, the remainder being spent for shipping expense. In like fashion, materials supplied to agencies and individuals other than the quota schools amounted to nearly $669,000, an increase of $67,000 over the 1954 year. Increases were achieved in all departments, but mainly in the production of Braille, Talking Books, and tangible apparatus. One of the most effective results of this increased production has been the fact that, during the early spring months when the schools send in few orders, it was possible to anticipate the requirements for annual book orders and go forward with their production at that time, so that a large percentage of the required books were available for shipment when the orders were received. The result has been that, not only were the costs of handling the large annual orders materially reduced, but the books were on hand in the schools when classes convened this fall.

Digitized by Google

NEW BUILDING

The erection of the new administration building, which has been eagerly anticipated for so many years, was completed during the year. It is hard to express to the Board the pleasure and increased interest in our work which the beautiful and adequate surroundings and modern equipment have afforded both the employees and myself. Aside from the lack of air-conditioning no one could ask for anything better. The move to the new building was accomplished in orderly fashion during the early spring, and the renovation of the old quarters vacated by the administrative and Talking Book editorial and recording personnel has been under way ever since. In addition, new quarters for the Braille embossing and proofreading departments have been provided on the second floor of the west wing, and the large central room of the old administration building has been made into a combination lounge and exhibit room for the benefit of visitors. Facilities vacated by the stereotyping department in the annex will be used by the tangible apparatus department and the machine shop.

Plans are under consideration for the renovation of the west wing of the first floor in keeping with the redecorated exhibit room for use of the magazine circulation and fund-raising departments. In addition there is very great need for additional space for the printing and bindery departments in the factory annex, which could be accomplished by providing a new and more centrally located lunchroom, possibly through the erection of an additional story over the old Braille plate storage vault, now used for the storage of finished stock. It is the hope of the staff that these changes can be effected in the near future.

RESEARCH

Library of Congress Braille Research Project — The program of research looking to improved methods and standardization in Braille printing processes, undertaken last year for the Library of Congress, in cooperation with the other Braille presses, was continued during the 1955 fiscal year. At this time, two phases of the program are in the testing period. These consist of: 1. Special adaptations of Perkins Braillers and the new APH stereotyping machine designed to complete the plate-making process by the production of master punched tapes which will be used to automatically direct the embossing of the

Digitized by Google

metal plates; and 2. The determination of the best Braille dot spacing (as between dots within the Braille cell, between cells in the same line, and between lines, as well as full interpointing as opposed to the present half-cell interpointing). Tests on a representative sample of Braille readers are now being conducted under the direction of our Department of Educational Research by the Department of Psychology of the University of Kentucky. The purpose of these tests, as well as the designing of new embossing procedures, is to try to find the best procedures and dot specifications for the most pleasurable and effective results for the Braille reader.

Educational Research — In addition to working on the psychological phase of the Library of Congress Braille Research Project, the Department of Educational Research has been occupied with the development of procedure and devices for the diagnosis of Braille reading difficulties, the preparation of several sets of subject matter resource units, and surveys of research literature in the areas of curricular provisions in residential schools and Braille reading. On the basis of the data resulting from the Regional Meeting on Achievement Testing held at the Kentucky School in the fall of 1954, work has progressed on the adaptation of the Stanford Achievement Tests Forms J and K which, for the first time, will include the Primary and Elementary Batteries, as well as the Intermediate and Advanced. Much work has also been done in cooperation with those working on the Diagnostic Reading Tests and the Braille Learning Aptitude Test. Perhaps the most significant accomplishment has been the initiation of the arrangement whereby one individual teacher in each school, usually the principal, is designated as the liaison person to whom all problems of research conducted by the Printing House for the schools are to be referred. A most successful two-day meeting of liaison representatives from 17 schools and Printing House personnel was held earlier this month, at which meeting suggestions were made and studies projected on needed research for the schools.

TANGIBLE APPARATUS

During the year, four new items of tangible apparatus were put into production and deliveries made to the schools and others. These consisted of the plastic relief globe (on which research was conducted for a number of years), thin plastic

Digitized by Google

plaques of the various global areas taken from the globe itself, the Hoff Aid for mathematics, and the Brown slate. All of these aids are proving popular and useful. In addition to the above new items, the Howe Press of Perkins has been able to put into execution its promise to supply the Printing House with sub-assemblies of a few hundred Perkins Braillers, so that the final assembly could be accomplished by our own employees under their direction, and over 100 have already been supplied to the schools and classes on quota accounts at a cost of $90.00 each, plus the shipping charges. In view of the expanding needs of the tangible apparatus department, the quarters vacated by the stereotyping department will be of real value in providing proper space for projected projects, such as the manufacture of the Lavender Braillewriter, and other items.

LARGE TYPE

With each year, the production of large type books becomes an increasing burden on the finances and facilities of the Printing House, without a sufficiently appreciable growth in the distribution of these materials to offset the accumulating costs as well as the taxing of our storage space. To aggravate the situation, the production program does not meet the needs of the schools for paralleling Braille and large type textbooks. Production-wise the problems are two-fold: The offset printing process, which so far has been the best method of reproduction of this type of book yet devised, is time-consuming and expensive. Further, this process necessitates large production runs of 150 to 200 copies minimum, resulting in some instances in the storage of books for some three to four years before a single printing edition is exhausted. How extensive this problem can be is easily realized when I report to you that our inventory of stored large type books as of June 30th last amounted to over $146,000 as opposed to $67,000 worth of Braille books, although only some $41,000 worth of large type books were supplied last year as opposted to a total of $116,000 Braille books. This problem has been referred to the Publications Committee and is being given careful study.

INCREASED CATALOG PRICES

Due to the passage of the increased Minimum Wage Law by Congress last spring, as well as to advancing costs in raw mate-

Digitized by Google

rials, it will be necessary to adjust the catalog prices on all of our products. A thorough study of the effects of the advance in wage and material costs on all items of manufacture has been made, and it is our decision to make catalog price increases on a departmental basis, since there will be a wide variation in cost increases in the different departments. Unfortunately, the Braille printing and binding department will be the hardest hit, which means that price adjustments will have to be made in largest measure on Braille books and magazines. It was the decision of the Executive Committee to make the wage adjustments in two partial jumps, the first on September 1st and the second on February 1st. New price schedules, however, will be put into effect as of January 1, 1956, and revised catalogs of all our books and apparatus are now in preparation for distribution at that time.

FEDERAL APPROPRIATION AND LEGISLATION

For the year just passed, Congress approved an appropriation of $215,000 for quota purposes. For the current fiscal year, the appropriation is $234,000, which was based on a slightly higher anticipated enrollment than was actually realized. For the 1957 fiscal year, a budget request for $243,600 has been requested, based on a $30 per capita for an anticipated 8,120 pupil registration as of January 2, 1956. This anticipated enrollment was projected on the basis of the replies to the survey of the schools made during the summer asking for information on expected enrollments during the current school year. At the present time, the Budget Office is desirous of deducting from our request of $243,000 the $8,400 excess appropriation for the current fiscal year over and above a $30 per capita. Every effort is being made to point out the need for an increase in the appropriation, in view of past delays in increasing the appropriation as needed to meet school populations, as well as the known additional production costs because of the increased minimum wage.

Legislation was introduced during the last Congress looking to the amendment of the Act "To Promote the Education of the Blind" to make provision for all blind school children. It was not possible to get this legislation out of Committee during the last session, but it is hoped that it will be favorably considered

Digitized by Google

immediately after Congress convenes in January, 1956.

In closing, may I extend to Mr. Dabney and the other members of the Executive Committee, to the Ex-officio Trustees, and to the staff members and employees, my sincere appreciation for their help in making this a successful year. Without all of your help and understanding, very little could be accomplished. May I also voice the hope that as many as possible of you will be able to stay over and attend the Formal Opening of our new building tomorrow.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1953 - 1955

	1952-1953	1953-1954	1954-1955
Braille Publications:			
Number of Plates Stereotyped	94,674	95,361	91,699
Number of Titles Embossed:			
Literary	251	346	195
Music	25	74	11
Magazines	592	570	603
Number of Pages Printed	34,234,668	35,484,020	39,740,436
Number of Volumes Bound:			
Sewed Binding	13,979	10,512	13,267
Limited Binding	33,563	41,297	60,922
Number of Pamphlets Published:			
Pressboard Covers	175	17	.....
Jute Covers	15,093	17,310	30,372
Paper Covers	5,180	23,983	2,100
Number of Magazines Published	513,280	501,367	478,370
Number of Music Selections Published	2,758	2,250	2,464
Number of Alphabet Cards Printed	301,176	546,795	219,600
Large Print Books:			
Number of Plates	8,278	4,209	6,833
Number of Titles Published	56	33	33
Number of Pages Printed	3,669,738	2,899,984	4,865,956
Number of Books Bound	10,415	12,139	18,835
Number of Pamphlets	3,197	3,585	3,909
Talking Books:			
Number of Masters Recorded	3,648	4,252	3,709
Number of Books Recorded	124	142	162
Number of Magazines Recorded	28	28	42
Number of Records Pressed	406,047	420,472	485,681
Number of Albums Made (Limited)	390	1,106	394
Number of Talking Book Contains Made:			
Black Fibre	18,916	19,510	22,389
Number Reproducers Made	.....	80	74
Real Tapes	.....	.....	3,704
Tangible Apparatus Manufactured:			
Maps (Dissected)	10	19	22
Slates	3,154	3,242	2,430
Styluses	16,568	.....	5,541
Braillewriters:			
New Hall	160	.....	.....
Perkin's Braillers	.....	.....	100
Braillewriter Cases	200	200	295
Spelling Frames and Words (sets)	.....	.....	.....
IMOUT Games	.....	.....	.....
Constructo Sets	.....	.....	50
Graphic Aids to Mathematics	205	.....	.....
Mitchell Forms	.....	.....	.....
Braille Clock Faces	.....	.....	.....
Cubarithum Slates	794	.....	146
Kine Mutiply Vizr	.....	182	.....
Globes	.....	.....	34
Map Plaques	.....	.....	20
Hoff Aids	.....	.....	73
Brown Slates	.....	.....	147

Digitized by Google

Digitized by Google

LIABILITIES			
Current Liabilities:			
Accounts payable			$ 66,018.23
Deferred Credits to Income:			
Unexpired subscriptions			1,858.58
Net Worth:			
Capital Investment		$590,241.92	
Reserve for contingencies		449,096.16	
TOTAL NET WORTH			$1,039,338.08
TOTAL GENERAL FUND LIABILITIES AND NET WORTH			$1,107,214.89
Special Fund Principals:			
Endowment Fund		$ 2,183.00	
Reader's Digest Fund—			
For Publications	$144,473.93		
For Extension	296,523.26	440,997.19	
Research Fund		2,000.00	
Unrestricted Gift Fund		102,577.65	
Building Fund		207,579.70	
TOTAL SPECIAL FUND PRINCIPALS			755,337.54
TOTAL LIABILITIES AND NET WORTH			$1,862,552.43

Digitized by Google

Digitized by Google

Digitized by Google

To Whom Paid	For What Purpose	Amount
The Arabol Manufacturing Co.	Bindery Supplies	158.69
Ren-Ite Plastics, Inc.	Tangible Apparatus Supplies	565.24
Harold M. Pitman Company	Large Type Supplies	160.38
Hilton Hawley Company	Large Type Suplies	35.94
Gane Brothers and Lane, Inc.	Bindery Supplies	806.35
Central Steel and Wire Co.	Tangible Apparatus Supplies	27.33
Armour and Co.	Bindery Supplies	19.46
Payroll Oct. 4-16, 1954	Services	4,071.49
Southern Litho Plate & Supply	Large Type Supplies	88.00
The Columbia Mills, Inc.	Bindery Supplies	117.31
Miller Paper Company	Paper	6,269.14
Payroll Oct. 1-31, 1954	Services	3,399.99
Payroll Oct. 18-30, 1954	Services	4,225.36
The Columbia Mills, Inc.	Bindery Supplies	465.17
Courtenay Ink Compnay	Large Type Supplies	26.73
The Cudahy Packing Company	Bindery Supplies	116.67
Ewald Distributing Company, Inc.	REAL Tape Blanks	1,466.32
W. D. Gatchel and Sons, Inc.	Large Type Supplies	43.82
Seymour Products Company	Tangible Apparatus Supplies	49.33
GBC Sales and Service	Bindery Supplies	458.35
Illinois Zinc Company	Zinc Plate Blanks—L.T.	661.45
Wm. J. McLaughlin and Company	Bindery Supplies	332.79
Southern Litho Plate & Supply	Large Type Supplies	160.00
Universal Radio Supply Company	REAL Tape Blanks	1,151.50
Varn Products Company	Large Type Supplies	32.67
Payroll Nov. 1-13, 1954	Services	4,174.41
The Arabol Manufacturing Co.	Bindery Supplies	155.81
Carter Dry Goods Company	Large Type Supplies	64.00
The Columbia Mills, Inc.	Bindery Supplies—L.T.	300.98
W. D. Gatchel and Sons, Inc.	Large Type Supplies	103.00
Southern Litho Plate & Supply	Large Type Supplies	64.00
Wm. J. McLaughlin and Company	Bindery Supplies	342.01
McKinley Litho Supply Company	Large Type Supplies	117.60
Miller Paper Company	Paper	4,092.79
Payroll Nov. 1-30, 1954	Services	908.33
Payroll Nov. 15-27, 1954	Services	4,034.16
Southern Litho Plate & Supply	Large Type Supplies	128.00
W. D. Gatchel and Sons, Inc.	Large Type Supplies	222.60
Louisvile Paper Company	Bindery Supplies	1,491.69
National Starch Products	Bindery Supplies	24.35
Kentuckiana Photo Plate & Supply	Large Type Supplies	38.81
GBC Sales and Service	Bindery Supplies	468.65
Carter Dry Goods Company	Bindery Supplies	451.48
Southeastern Paper Company	Bindery Supplies	132.30
Payroll Nov. 29-Dec. 11, 1954	Services	4,207.85
McKinley Litho Supply Company	Large Type Supplies	13.72
Courtenay Ink Company	Large Type Supplies	27.00
The Arabol Manufacturing Co.	Bindery Supplies	157.73
Payroll Dec. 13-25, 1954	Services	4,081.93
Brown Wood Products	Tangible Apparatus Supplies	220.98
Carter Dry Goods Company	Large Type Supplies	140.40
W. D. Gatchel and Sons, Inc.	Large Type Supplies	103.00
GBC Sales and Service	Bindery Supplies	448.05
Philip A. Hunt Company	Large Type Supplies	37.30
Kentuckiana Photo Plate & Supply	Large Type Supplies	38.81
Southeastern Paper Company	Shipping Supplies	236.51
Southern Litho Plate & Supply	Large Type Supplies	144.00
Miller Paper Company	Bindery Supplies	2,811.20
Payroll Dec. 1-31, 1954	Services	2,174.99
Payroll Dec. 27-31, 1954	Services	1,974.08
Aluminum Company of America	Aluminum Plate Blanks	587.62
The Arabol Manufacturing Co.	Bindery Supplies	155.93

Digitized by Google

To Whom Paid	For What Purpose	Amount
W. D. Gatchel and Sons, Inc.	Large Type Supplies	324.47
GBC Sales and Service	Bindery Supplies	458.35
Wm. J. McLaughlin and Company	Bindery Supplies	350.16
Recto Molded Products	Tangible Apparatus Supplies	692.75
Southern Litho Plate & Supply	Large Type Supplies	144.00
Wm. J. McLaughlin and Company	Bindery Supplies	61.77
Harold M. Pitman Company	Large Type Supplies	83.16
Miller Paper Company	Paper	5,386.75
Payroll Jan. 1-15, 1955	Services	4,205.31
Hilton Hawley Company	Large Type Supplies	33.76
Southern Litho Plate & Supply	Large Type Supplies	80.00
Aluminum Company of America	Aluminum Plate Blanks	257.25
W. D. Gatchel and Sons, Inc.	Large Type Supplies	131.30
Recto Molded Products	Tangible Apparatus Supplies	789.53
Payroll Jan. 1-31, 1955	Services	1,008.33
Payroll Jan. 17-29, 195	Services	4,192.83
Philip A. Hunt Company	Large Type Supplies	59.40
Illinois Zinc Company	Zinc Plate Blanks—L.T.	1,322.86
Recto Molded Products	Tingible Apparatus Supplies	363.49
Southern Litho Plate & Supply	Large Type Supplies	100.40
Payroll Jan. 31-Feb. 12, 195	Services	4,158.54
McKinley Litho Supply Company	Large Type Supplies	117.60
Harold M. Pitman Company	Large Type Supplies	158.76
Ren-Ite Plastics, Inc.	Tangible Apparatus Supplies	164.84
Aluminum Company of America	Aluminum Plate Blanks	2,275.19
The Arabol Manufacturing Co.	Bindery Supplies	159.81
Chicago Steel and Wire Co.	Bindery Supplies	26.70
Courtenay Ink Company	Large Type Supplies	27.00
The Cudahy Packing Company	Bindery Supplies	138.40
General Box Company	Shipping Supplies	486.97
Philip A. Hunt Company	Large Type Supplies	25.59
The Columbia Mills, Inc.	Bindery Supplies	18.50
W. D. Gatchel and Sons, Inc.	Large Type Supplies	412.00
Kentuckiana Photo Plate & Supply	Large Type Supplies	38.81
Ren-Ite Plastics, Inc.	Tangible Apparatus Supplies	625.51
Southern Litho Plate & Supply	Large Type Supplies	345.60
Southeastern Paper Company	Bindery Supplies	132.30
Varn Products Company	Large Type Supplies	33.00
Payroll Feb. 1-28, 1955	Services	3,674.99
Payroll Feb. 14-26, 1955	Services	4,097.94
GBC Sales and Service	Bindery Supplies	462.93
Miller Paper Company	Paper	5,443.48
Southern Litho Plate & Supply x	Large Type Supplies	268.00
Payroll Feb. 28-Mch. 12, 1955	Services	4,159.65
Courtenay Ink Company	Large Type Supplies	27.00
The Arabol Manufacturing Co.	Bindery Supplies	162.23
National Starch Products	Bindery Supplies	25.20
Southern Litho Plate & Supply	Large Type Supplies	69.20
Brown Wood Products	Tangible Apparatus Supplies	686.43
The Columbia Mills, Inc.	Bindery Supplies	324.87
W. D. Gatchel and Sons, Inc.	Large Type Supplies	342.32
Philip A. Hunt Company	Large Type Supplies	25.59
Wm. J. McLaughlin and Company	Bindery Supplies	344.78
Harold M. Pitman Company	Large Type Supplies	158.76
Payroll March 14-26, 1955	Services	4,167.99
Southern Litho Plate & Supply	Large Type Supplies	100.00
The Columbia Mills, Inc.	Bindery Supplies	806.24
Illinois Zinc Company	Zinc Plate Blanks—L.T.	1,322.66
Payroll March 1-31, 1955	Services	1,008.33
Lafayette Steel Corporation	Iron Plate Blanks	125.63
Carter Dry Goods Company	Large Type Supplies	101.25
Holliston Mills	Bindery Supplies	519.06

Digitized by Google

To Whom Paid	For What Purpose	Amount
Payroll March 28-April 9, 1955	Services	4,161.52
The Arabol Manufacturing Co.	Bindery Supplies	128.28
Courtenay Ink Company	Large Type Supplies	26.73
The Cudahy Packing Company	Bindery Supplies	59.96
McKinley Litho Supply Company	Large Type Supplies	117.60
Southern Litho Plate & Supply	Large Type Supplies	240.00
Varn Products Company	Large Type Supplies	33.00
The Columbia Mills, Inc.	Bindery Supplies	2,214.55
GBC Sales and Service	Bindery Supplies	458.35
Philip A. Hunt Company	Large Type Supplies	25.59
Payroll Apr. 11-23, 1955	Services	4,298.91
The Columbia Mills, Inc.	Bindery Supplies	865.97
Illinois Zinc Company	Zinc Plate Blanks	466.62
Payroll Apr. 1-30, 1955	Services	2,424.99
Kentuckiana Photo Plate & Supply	Large Type Supplies	80.21
Universal Radio Supply Company	REAL Tape Blanks	422.31
Gane Brothers and Lane, Inc.	Bindery Supplies	676.20
GBC Sales and Service	Bindery Supplies	458.35
Wm. J. McLaughlin and Company	Bindery Supplies	1,667.58
Southern Litho Plate & Supply	Large Type Supplies	424.00
Payroll Apr. 25-May 7, 1955	Services	4,190.60
Miller Paper Company	Paper	3,743.36
Harold M. Pitman Company	Large Type Supplies	158.76
Wm. McLaughlin and Company	Bindery Supplies	337.47
Philip A. Hunt Company	Large Type Supplies	60.00
Payroll May 9-21, 1955	Services	4,088.93
Universal Radio Supply Company	REAL Tape Blanks	314.42
Carter Dry Goods Company	Large Type Supplies	68.80
Philip A. Hunt Company	Large Type Supplies	25.59
Payroll May 1-31, 1955	Services	2,258.33
Payroll May 23-June 4, 1955	Services	4,017.92
GBC Sales and Service	Bindery Supplies	458.35
Southern Litho Plate & Supply	Large Type Supplies	360.00
Kentuckiana Photo Plate & Supply	Large Type Supplies	88.50
Ren-Ite Plastics, Inc.	Tangible Apparatus Supplies	10.00
The Arabol Manufacturing Co.	Bindery Supplies	156.17
National Starch Products	Bindery Supplies	24.78
Varn Products Company	Large Type Supplies	37.12
Payroll June 6-18, 1955	Services	4,023.69
Payroll June 1-30, 1955	Services	2,541.65
Payroll June 20-30, 1955	Services	1,137.77
	GRAND TOTAL	$215,000.00

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS for the EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1955, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; August 23, 1937; and May 22, 1952, entitled "An Act to Promote the Education of the Blind":

	January 1954 No. of Pupils	Amount of Quota for the Year Ending June 30, 1955
Alabama Institute for the Deaf and Blind Talladega, Alabama	180	$ 5,496.38
Arizona State School for the Deaf and Blind Tucson, Arizona	46	1,404.63
Arkansas School for the Blind Little Rock, Arkansas	138	4,213.89
Atlanta Public Schools Department for the Blind Atlanta, Georgia	18	549.64
Battle Creek Public Schools Classes for the Blind Battle Creek, Michigan	10	305.36
Boston Public Schools Class for the Blind Boston, Massachusetts	8	244.28
Buffalo Board of Education Classes for the Blind Buffalo, New York	30	916.06
California School for the Blind Berkeley, California	162	4,946.74
Campbell Union School District Class for the Blind Campbell, California	15	458.03
Chicago Public Schools Department for the Blind Chicago, Illinois	199	6,076.55
Cincinnati Public Schools Classes for the Blind Cincinnati, Ohio	49	1,496.24
Cleveland Public Schools Department for the Blind Cleveland, Ohio	80	2,442.84
Colorado School for the Deaf and Blind Colorado Springs, Colorado	69	2,106.95
Dade County Board of Public Instruction Classes for the Blind Miami, Florida	38	1,160.35

Digitized by Google

	January 1954 No. of Pupils	Amount of Quota for the Year Ending June 30, 1955
Dallas Independent School District Department for the Visually Handicapped Dallas, Texas	9	274.82
Dayton Public Schools Classes for the Blind Dayton, Ohio	5	152.68
Dearborn Public Schools Department for the Blind Dearborn, Michigan	18	549.64
Delaware Commission for the Blind Department of Education Wilmington, Delaware	11	335.89
Denver Public Schools Classes for the Blind Denver, Colorado	4	122.14
Detroit Public Schools Braille and Sight-Saving Department Detroit, Michigan	116	3,542.11
Diamond Head School Department for the Blind Honolulu, Hawaii	13	396.96
District of Columbia Public Schools Classes for the Blind Washington, D. C.	37	1,129.81
Duluth Board of Education Department for the Blind and Sight-Saving Duluth, Minnesota	20	610.71
Elizabeth Public Schools Class for the Blind Elizabeth, New Jersey	16	488.57
Florida School for the Deaf and Blind St. Augustine, Florida	130	3,969.61
Fort Worth Public Schools Class for the Blind Fort Worth, Texas	6	183.21
Fresno City Schools Department for the Blind Fresno, California	9	274.82
Georgia Academy for the Blind Macon, Georgia	167	5,099.42
Grand Rapids Public Schools Braille and Sight-Saving Department Grand Rapids, Michigan	15	458.03
Hackensack Public Schools Class for the Blind Hackensack, New Jersey	8	244.28
Hawthorne School District Classes for the Blind Hawthorne, California	8	244.28
Houston Independent School District Class for the Blind Houston, Texas	5	152.68

Digitized by Google

	January 1954 No. of Pupils	Amount of Quota for the Year Ending June 30, 1955
Idaho School for the Deaf and Blind Gooding, Idaho	36	1,099.28
Illinois Braille and Sight-Saving School Jacksonville, Illinois	183	5,587.98
Indiana School for the Blind Indianapolis, Indiana	120	3,664.25
Institute Loaiza Cordero De Ninos Ciegos Santurce, Puerto Rico	72	2,198.55
Iowa Braille and Sight-Saving School Vinton, Iowa	116	3,542.11
Iowa School for the Deaf Department for the Deaf-Blind Council Bluffs, Iowa	0	0
Jackson Public Schools Braille and Sight-Saving Department Jackson, Michigan	3	91.61
Jersey City Public Schools Classes for the Blind Jersey City, New Jersey	6	183.21
Kansas School for the Blind Kansas City, Kansas	74	2,259.62
Kentucky School for the Blind Louisville, Kentucky	115	3,511.58
Lavelle School for the Blind New York, New York	83	2,534.44
Long Beach Public Schools Class for the Blind Long Beach, California	19	580.17
Los Angeles Public Schools Schools for the Blind and Sight-Saving Los Angeles, California	179	5,465.84
Louisiana State School for the Blind Baton Rouge, Louisiana	71	2,168.02
Louisiana State School for Blind Negroes Baton Rouge (Southern Branch P. O.) Louisiana	63	1,923.73
Maryland School for the Blind Overlea, Maryland	137	4,183.35
Michigan Employment Institution for the Blind Saginaw, Michigan	0	0
Michigan School for the Blind Lansing, Michigan	173	5,282.63
Milwaukee Public Schools Department for the Blind Milwaukee, Wisconsin	57	1,740.52
Minneapolis Public Schools Department for Sight-Saving and Braille Minneapolis, Minnesota	45	1,374.10
Minnesota Braille and Sight-Saving School Faribault, Minnesota	88	2,687.12

Digitized by Google

	January 1954 No. of Pupils	Amount of Quota for the Year Ending June 30, 1955
Mississippi School for the Blind Jackson, Mississippi	129	3,939.07
Missouri School for the Blind St. Louis, Missouri	150	4,580.31
Montana School for Deaf and Blind Great Falls, Montana	22	671.78
Montclair Public Schools Department for the Blind Montclair, New Jersey	6	183.21
Nebraska School for the Blind Nebraska City, Nebraska	43	1,313.02
Newark Public Schools Braille and Sight Conservation Classes Newark, New Jersey	32	977.13
New Jersey Commission for the Blind Newark, New Jersey	149	4,549.78
New Mexico School for the Visually Handicapped Alamogordo, New Mexico	73	2,229.09
New Orleans Public Schools Class for the Blind New Orleans, Louisiana	4	122.14
New York City Public Schools Bureau for Education of Visually Handicapped Brooklyn, New York	108	3,297.83
New York Institute for the Education of the Blind New York, New York	175	5,343.70
New York State School for the Blind Batavia, New York	182	5,557.45
North Carolina School for the Blind and Deaf Raleigh, North Carolina	315	9,618.66
North Carolina State Commission for the Blind Rehabilitation Center Raleigh, North Carolina	33	1,007.67
North Dakota School for the Blind Bathgate, North Dakota	33	1,007.67
Oak Hill School Division of Connecticut Institute for the Blind Hartford, Connecticut	96	2,931.40
Ohio State School for the Blind Worthington, Ohio	181	5,526.91
Oklahoma Consolidated Negro Institution Deaf, Blind and Orphan Division Taft, Oklahoma	6	183.21
Oklahoma School for the Blind Muskogee, Oklahoma	81	2,473.37
Oregon State School for the Blind Salem, Oregon	68	2,076.41
Overbrook School for the Blind Philadelphia, Pennsylvania	262	8,000.28

Digitized by Google

	January 1954 No. of Pupils	Amount of Quota for the Year Ending June 30, 1955
Paterson Public Schools Department for the Blind Paterson, New Jersey	11	335.89
Perkins Institution and Mass. School for the Blind Watertown, Massachusetts	245	7,481.18
Portland Public Schools Department for the Blind and Visually Handicapped Portland, Oregon	15	458.03
Royer-Greaves School for the Blind Paoli, Pennsylvania	52	1,587.84
Sacramento City Unified School District Classes for the Blind Sacramento, California	3	91.61
St. Cloud Public Schools Classes for the Blind St. Cloud, Minnesota	6	183.21
San Francisco Unified School District Classes for the Blind San Francisco, California	15	458.03
San Leandro Unified School District Classes for the Blind San Leandro, California	11	335.89
San Mateo County Public Schools Class for the Blind Redwood City, California	5	152.68
Santa Ana Public Schools Classes for the Blind Santa Ana, California	5	152.68
South Carolina School for the Deaf and Blind Spartansburg, South Carolina	97	2,961.94
South Dakota School for the Blind Gary, South Dakota	40	1,221.42
Temple City School District Classes for the Blind Temple City, California	22	671.78
Tennessee School for the Blind Donelson, Tennessee	151	4,610.85
Texas Blind, Deaf and Orphan School Austin, Texas	65	1,984.80
Texas School for the Blind Austin, Texas	191	5,832.27
Utah School for the Deaf and Blind Ogden, Utah	39	1,190.88
Virginia School for the Deaf and Blind Staunton, Virginia	130	3,969.61
Virginia State School Department for the Blind Hampton, Virginia	52	1,587.84
Washington State School for the Blind Vancouver, Washintgon	75	2,290.16

Digitized by Google

Western Pennsylvania School for Blind Children **Pittsburgh, Pennsylvania**	151	[illegible]
West Virginia School for Colored Deaf and Blind **Institute, West Virginia**	18	[illegible]
West Virginia Schools for Deaf and Blind **Romney, West Virginia**	81	[illegible]
Wisconsin School for the Visually Handicapped **Janesville, Wisconsin**	122	[illegible]
Youngstown Public Schools **Department for the Blind** **Youngstown, Ohio**	12	[illegible]
Per Capita: 30.53543	7,041	[illegible]

Digitized by Google

Digitized by Google

Digitized by Google

HV
·667
951
72
1955/56

EIGHTY-EIGHTH REPORT

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

418

For the Year Ending

June 30, 1956

Digitized by Google


Digitized by Google

Digitized by Google



Digitized by Google

EIGHTY-EIGHTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATE OF THE UNION

For the Year Ending June 30, 1956

Digitized by Google

OFFICERS FOR 1955-1956

●

President

WILLIAM C. DABNEY

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

V. R. CARTER (Exp. 1956), *Chairman*

DR. FRANCIS M. ANDREWS (Exp. 1960) DR. A. G. KLOSS (Exp. 1959)

W. J. FINCH (Exp. 1957) J. M. WOOLLY (Exp. 1958)

Educational Research Committee

EDWARD J. WATERHOUSE (Exp. 1956), *Chairman*

DR. M. E. FRAMPTON (Exp. 1957) DR. NEAL F. QUIMBY (Exp. 1958)

PAUL J. LANGAN (Exp. 1960) DR. HUGO F. SCHUNHOFF (Exp. 1959)

Tangible Apparatus Committee

FRANK JOHNS, JR. (Exp. 1959), *Chairman*

V. R. CARTER (Exp. 1958) EDWARD H. TILLINGHAST (Exp. 1956)

JOHN M. WALLACE (Exp. 1960)

Trustees

CHARLES W. ALLEN WILLIAM C. DABNEY

J. MCFERRAN BARR MARK F. ETHRIDGE

CHARLES R. BOTTORFF JOHN B. MCFERRAN, JR.

GEORGE W. NORTON, JR.

And, ex-officio, every Superintendent or Principal of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., October 23, 1956, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. Robert Lambert, Vice-President; Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Mr. Frank M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. J. McFerran Barr, Louisville, Kentucky.

Mr. Byron Berhow, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. Charles R. Bottorff, Louisville, Kentucky.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. Mark F. Ethridge, Louisville, Kentucky.

Mr. W. Crabin Gill, Superintendent, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mr. W. A. Hack, Superintendent, South Dakota School for the Blind, Gary, South Dakota.

Mr. Frank Johns, Jr., Superintendent, Oak Hill School, Hartford, Connecticut.

Dr. A. G. Kloss, Superintendent, Western Pennsylvania School for Blind Children, Pittsburgh, Pennsylvania.

Mr. E. A. McBride, President, Alabama Institute for the Deaf and Blind, Talladega, Alabama.

Digitized by Google

[illegible] Superintendent, [illegible]

[illegible] Superintendent, [illegible] Vice-President, presided.

[illegible] Committee, [illegible] Committee, Tangible Apparatus [illegible] Superintendent were read and their minutes [illegible] were approved and ordered published [illegible] pages [illegible] 12, 15 [illegible]

The Executive Committee presented a recommendation for setting up an Endowment Fund for the Printing House, which was unanimously approved by the whole Board.

The following resolution was adopted by the Board of Trustees:

> WHEREAS, The American Printing House for the Blind has lost a staunch friend and supporter in the death of our associate, Wallace J. Finch, on September 14, 1956; and,
>
> WHEREAS, He spent many years working for blind children, as well as deaf children; and,
>
> WHEREAS, He was most influential in upgrading education for exceptional children throughout the United States, through his work in the International Council for Exceptional Children; and,
>
> WHEREAS, Work for the blind has suffered this great loss;
>
> NOW, THEREFORE BE IT RESOLVED, That we, assembled in Annual Meeting of the Board of Trustees of the American Printing House for the Blind, pause in memory of our departed friend; and,
>
> BE IT FURTHER RESOLVED, That copies of this resolution be sent to his family and the Michigan State Board of Education; and,
>
> BE IT FURTHER RESOLVED, That copies of this resolution be spread on the Minutes of this meeting.

It was suggested by one of the ex-officio Trustees that it would be helpful to the superintendents of schools for the blind if the Printing House would adopt a definite time each year for its Annual Meeting. The suggestion was welcomed by all of the Trustees, and the setting of an exact date was referred to the Executive Committee for final decision.

Dr. Neal F. Quimby, as Chairman of the Nominating Committee, placed in nomination the following Trustees, who were duly seconded and elected:

Digitized by Google

PUBLICATIONS COMMITTEE:

Dr. A. G. Kloss, Chairman
Mr. Edward J. Waterhouse—for 1 year (Exp. 1957)
Mr. Egbert N. Peeler—for 5 years (Exp. 1961)

EDUCATIONAL RESEARCH COMMITTEE:

Dr. Neal F. Quimby, Chairman
Mr. W. A. Hack—for 4 years (Exp. 1960)
Mr. W. Crabin Gill—for 5 years (Exp. 1961)

TANGIBLE APPARATUS COMMITTEE:

Mr. Frank Johns, Jr., Chairman
Mr. Byron Berhow—for 1 year (Exp. 1957)
Mr. Roy M. Stelle—for 5 years (Exp. 1961)

The following officers, also presented by the Nominating Committee, were unanimously re-elected for one year:

William C. Dabney, President
Robert Lambert, Vice-President
Finis E. Davis, Secretary
First National Bank of Louisville, Treasurer

There being no further business, the meeting adjourned.

Respectfully submitted,

FINIS E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 23, 1956

TO THE MEMBERS OF THE BOARD OF TRUSTEES
OF THE AMERICAN PRINTING HOUSE FOR THE BLIND

Gentlemen:

I am pleased to present my second report to the Board of Trustees on behalf of your Executive Committee.

It has been my pleasure during the past year to be able to increase my own activities at the Printing House, in the hope that I can be of the greatest possible service to its growth and progress. Only through firsthand knowledge of the work of Mr. Davis and his staff can your Executive Committee gain the insight necessary to be of help in the way of guidance in sound business management and in the development of the scope of service of the Printing House and interpretation of this service to the general public.

As a first step towards more effective interpretation of the work of the Printing House to the general lay public, your Committee has undertaken the development and publication of a special brochure, designed primarily for presentation to prospective large donors, including foundations, looking to the development of our Endowment Fund. The design and publication of this brochure is being handled by a commercial firm which has worked closely with Mr. Davis and the Printing House staff, and its publication is expected within the near future. It should be noted that the publication of the new brochure is intended as an additional aid in fund-raising and public relations, and that regular fund-raising activities through "The Reader's Digest Fund for the Blind" will continue as heretofore. Additionally, I should like to report that a total of $338,469.97 was raised during the past fiscal year through direct mail appeals and bequests.

As was foreseen last year, the new Federal Minimum Wage Law, which took effect last March 1st, has caused a marked advance in production costs, not only because of increased wages to our employees, but also because of increased prices of the raw materials we use. The overall rise amounts to about 14

Digitized by Google

per cent over the previous year, resulting in a consequent necessary advance in catalog prices, which we deeply regret. Every effort is being made to find ways of lowering costs, through research looking to less expensive methods of production, as well as the purchase of new and more efficient equipment for all departments.

On August 2nd last, the President signed into law an amendment to the Act of 1879 "To Promote the Education of the Blind" which makes a basic change in the authorizing legislation. As all of you know, the amendment extends the benefits of the Act to all blind children throughout the states, territories, possessions, etc., of the United States, whether they are being educated in schools for the blind or otherwise, so long as they are in attendance in public educational institutions of less than college level. The new legislation requires that, in the future, blind pupils will be registered either through the public educational institutions for the blind or through the chief state school officer in charge of elementary and secondary school education in each state, territory, etc. While there will be no change in the administration of the Act so far as the residential schools for the blind are concerned, new procedures will be necessary for the registration of and provision of books and materials for those blind children attending public school classes for the blind, public schools for the seeing, or any type of public educational institution other than the schools for the blind. In order to meet the rising production costs, as well as to provide service to the additional 1,000-odd children not heretofore eligible, the Congress has also increased the ceiling of appropriation to $410,000 annually. The advice and aid of our professional Trustees is earnestly solicited for help to the Printing House staff, as well as the individual state departments of public instruction, in establishing adequate and workable procedures for administering the new provisions of the Act.

In view of the increased services expected from the Printing House to serve the increased number of blind school children, and also because of increased demands from the entire field of work for the blind, it is necessary that further attention be given to expanding our building program. While formal plans have not as yet been drawn up, your Executive Committee is now in the process of considering new additions along with recommended alterations in present buildings which will provide

Digitized by Google

more usable space for many of our departments. It is hoped that the next year will see the actual undertaking, with possible completion of certain sections, of this program.

In closing, may I extend to my fellow members of the Executive Committee, to our professional Trustees, and to Mr. Davis and his loyal staff, my sincere appreciation of their courtesy and enthusiastic help at all times. With your continued help and guidance, I look forward to an unlimited program of service by the American Printing House for the Blind to our fellow-blind.

Respectfully submitted,

WILLIAM C. DABNEY, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMIT

October 2

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

During the 1955-1956 year, the Publications Committee has been in session three times. The first session was a called meeting on December 7, 1955, for the purpose of discussing certain problems with regard to the production of large type books. The second session, also a called meeting, was held in Washington, Ohio, during the biennial convention of the American Association of Instructors of the Blind. This meeting was involved primarily with certain changes in the criteria for selecting books for the schools and classes. The final meeting was the regular annual session, held at the Printing House on October 21, 1956.

The ever-increasing demand for books in large type is illustrated by presenting total sale figures for the past three years. In 1953-1954, such sales amounted to $53,351.59. By 1954-1955, total sales had jumped to $59,967.30. The big increase occurred in 1955-1956, with $100,633.94 worth of books being sold to both quota and cash customers. (Note: No large type materials are provided on quota accounts for children whose vision is in excess of the accepted definition of blindness). It is necessary to produce a run of at least 2,000 copies of any one title, if that book is to be produced at a reasonable cost. Therefore, even with increasing sales, the Printing House itself tying up an ever-larger proportion of its working capital each year in large type book inventories. It was for the purpose of discussing this problem that the Publications Committee came to Louisville for its first special session. It was felt that the Committee must arbitrarily postpone or cancel the publication of certain titles and workbooks in order to keep the large type program proportionate with other types of production. The Committee screened all approved titles which were not yet in production, eliminating in excess of 200,000 originally scheduled for production during the past three months, which partially alleviated the problem.

Digitized by Google

At Worthington, the Committee met twice, June 24th and
1. After one year of trial, it was felt that the system of
cting book titles for publication which had been in force
only one year was failing to achieve the end for which it was
ıblished. There continued to be a great variety of demand
titles in any one subject field under consideration, making it
ıctically impossible for the Publications Committee to select
single title for each subject field which would be widely ac-
ptable. Therefore, it was decided that the problem of se-
cting titles should be referred to the workshops in session at
orthington, allowing these workshops to establish their own
ıblication committees for the purpose of recommending *one*
tle for any particular subject field to the Publications Com-
ıittee of the Printing House. In order to keep the program
f the Printing House in balance from year to year, it was de-
ided to set up a 4- to 6-year cycle of rotation for the selection
of book titles in subject fields. This plan was submitted to the
workshops, and was readily and enthusiastically accepted, lead-
ing the Committee to feel that this is the most workable plan
yet devised.

Subsequent to the Worthington meeting, the Government Act of the Printing House was changed, allowing blind children in any public school setting to share in the allocation of funds for books and apparatus. This posed the problem of allowing the public schools a voice in the selection of book titles. Since the responsibility for such recommendations has been placed with the chief school officer in each state, it was felt by the Committee, in its October 21st meeting, that these officers should have an opportunity to make recommendations up to March 1st of each year, and that their recommendations would be considered along with those from the various workshops.

Respectfully submitted,

V. R. CARTER, *Chairman*

Digitized by Google

REPORT OF THE COMMITTEE ON EDUCATIONAL RESEARCH

October 23, 1956

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

It is a genuine pleasure to report that we have completed the dot study portion of the Library of Congress Braille Research Project. Two hundred and fifty-four children and about 150 adults were screened with a Braille reading test so they could be matched with their peers in reading skill. This was followed by experimental testing with 108 children and 108 adults who fitted the necessary 3 x 3 x 3 factorial experimental design.

We can report from the children's study a wide range of reading behavior and comprehension on both normal and experimental Braille material of fifth grade reading level.

No statistically significant differences in reading speed or comprehension from that for normal specifications were found among children. However, trends toward improved readability were found when cell spacing was reduced, while dot and line spacing were kept normal. When data on adult readers have been fully analyzed, the pooled results may strengthen this trend or indicate some other significant differences or trends.

A master thesis is forthcoming which will make a contribution to our knowledge of Braille readability, based upon the children's half of the study.

We can also report the conclusion of the study of needs and costs for instructional materials for visually handicapped children. This study originated with the Department of Health, Education, and Welfare, the Printing House offering its cooperation in executing it. Early in the development of the study it became apparent that the Printing House would be carrying it alone. The comprehensive report on the survey is so large as to make it impractical to publish in its entirety. There have been developed, therefore, some brief summaries of the responses

Digitized by Google

the questionnaires. These will be reproduced and distributed to the schools and classes which participated or which are interested in the results. One copy of the unabridged report will be sent to the Department of Health, Education, and Welfare, and another will be kept at the Printing House.

The survey has many implications for expanding services of the Printing House and for research activity.

A year ago this fall, we held the first conference of liaison persons. It will be remembered that the objective of this meeting was to get the schools and classes more directly involved in initiating and executing meaningful research projects. One of the recommendations of this conference was that such a meeting should be an annual event. The value and stimulation accruing from this meeting makes us feel that this is an appropriate recommendation. However, we must confess our inability to accomplish enough of what was outlined at this conference to justify reconvening the group this fall. It has been our thinking, therefore, that perhaps early in the beginning of the next calendar year we might be better prepared to have such another meeting.

One project presented to this group is receiving special emphasis this school year. That is an analytic study of Braille reading errors. We have prepared with great care some materials including all the Braille signs, abbreviations, and contractions, in simple graded context. Elementary school readers are being asked to read them to determine which Braille constructions seem to be the sources of frequent and persistent Braille reading errors.

We urge that all of the schools and classes which possibly can will provide some data from their children on this study.

During the course of the last full year of operation of the department, we have been giving increased attention to plans and development for the future. One important need, we feel, is to become engaged in more activities of a laboratory-classroom nature. Herein we believe that research on the development of instructional materials and apparatus could be carried on more effectively.

We do not anticipate the complete implementation of this laboratory-classroom project prior to approximately the 1960-61

Digitized by Google

[illegible]

Digitized by Google

REPORT OF TANGIBLE APPARATUS COMMITTEE

October 23, 1956

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

I am pleased to report on the work of the Tangible Apparatus Committee for the past year. Our committee has concerned itself principally with the problem of finding a suitable solution to the evaluation of existing apparatus and aids, stimulating research and public education, and reviewing several items of equipment.

Test Centers: Three testing centers, the Kentucky School for the Blind, the Oak Hill School division of the Connecticut Institute for the Blind, and the Washington State School for the Blind will be used during the coming year as locations where tangible apparatus and other aids will be referred for review and evaluation. The results of the evaluation at these centers will be utilized as guides to determine whether a product will be manufactured by the American Printing House for the Blind. A systematic procedure will be set up for screening and evaluating all educational aids sent to these centers.

Public Education: Since the Act "To Promote the Education of the Blind" has recently been expanded to include children in public schools and because of the general importance of acquainting teachers and administrators with existing equipment, the American Printing House is in the process of reviewing present public education methods.

The excellent exhibit of tangible apparatus and aids by the American Printing House for the Blind at the American Association of Instructors of the Blind meeting in Columbus, Ohio, was a fine contribution in this respect.

Existing Equipment: A survey of the schools was made with the primary purpose of locating any new aids which those in the field might have developed or adapted and which could be developed for the ultimate benefit of all. Very little special

Digitized by Google

equipment was located by this questionnaire. However, apparatus and suggestions referred to us will be reviewed and given the necessary attention.

Research: This area seems to present the greatest challenge. However, a plan to secure a full-time staff member at the American Printing House who will devote his time to research and development and possibly work in direct contact with the schools would improve this phase of the program.

Evaluation: The Committee reviewed plastic and paper maps, a plastic slate, the "Brannan Slate" (arithmetic aid), a 12-inch globe, Espinasse Book Slate, Espinasse duplicator, a music rack for the use of the partially visioned, a plate-making device operated by a spring punch (for the reproduction of Braille), the B.I.A. Braillewriter, and the Lavender Braillewriter.

The various maps, a pic peg game (previously under consideration), the Braille reproduction aid, and the Lavender Braillewriter will probably be produced during the coming year.

The present cubarithm slate and the Brannan Slate will be reviewed at a test center. Research on the possibility of producing a plastic Braille slate will continue.

The work on tangible apparatus and other educational aids is of necessity slow. However, the Committee has been particularly pleased by the progress in this area and wishes to express its sincere appreciation to the Board, Superintendent, and staff of the Printing House for their excellent contributions and cooperation.

Respectfully submitted,

FRANK JOHNS, JR., *Chairman*

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 23, 1956

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

It is my pleasure, as always, to present to you at this time my annual report as Superintendent of the Printing House.

Briefly, I believe the summary of the year's work can be presented under four headings: Expansion in production and sales, improvement in the large type situation, legislation, and current projects.

Expansion In Production and Sales

Our sales this year represent an increase of approximately $100,000 over the 1955 fiscal year. Admittedly, the necessary advance in catalog prices has been partly responsible for this increase, but by and large the growth has been the result of two factors — better production and deliveries to the schools and other customers, and a noticeable rise in orders from all sources. It is my belief that it has been possible to achieve better production and deliveries because of more efficient organization and planning, which in turn has been the direct result of our improved facilities, both in equipment and plant. It is my hope that the additional plant improvements now under consideration by the Executive Committee will be realized in the near future, thereby making possible further gains in organization and production. I am sure all of you realize from your own situations just how many more children will be needing our materials in the immediate future. Additionally, also, are the increased demands being made on the Printing House by the entire field of work for the blind, which is expanding rapidly in all its phases.

Specifically, I should like to note that the largest increases in sales have been in the large type department (both to the quota schools and classes and to public school sight saving classes, particularly the latter — amounting to an overall increase of $41,000 over 1955), and in the tangible apparatus

Digitized by Google

department (primarily Braillewriters, globes and slates). Sizeable increases in sales of approximately $20,000 each were made in both the Braille and Talking Book Departments, also. The increase in Talking Book sales can be traced largely to the several new recorded magazines now being published on regular schedule for a number of agencies. Increases in Braille sales were due again mainly to additions to our list of magazine publications, as well as prompt deliveries of contract orders, and would have been much larger if numerous orders for school materials from the schools and classes had not had to be held for delivery until after July 1st, when the new quota allocations were available. (In passing, may I say that we now publish 6 Talking Book magazines, with a new one to start January 1st, and 59 Braille magazines on regular schedule).

Improvement In Large Type Production and Sales

Last year I reported to you a very serious situation with regard to the publication of large type materials, due to the necessity of large capital outlays with a then current turnover of stock involving about a three-year period. I am happy to say now that the situation looks much improved, certainly far better than we could project at this time a year ago. Shortly following the Annual Meeting last year, your Publications Committee returned for consultation with the Executive Committee to discuss ways of meeting the problems of accumulating stock with insufficient turnover on the one hand, and an immediate need for a wider variety of new titles to be added to the large type catalog on the other. The cooperation of the schools and classes in sending us orders for books which they could anticipate needing in the next year or two, plus a concerted effort to inform the public school sight saving classes throughout the country of the availability of our texts for purchase for cash, resulted in a 69 per cent increase in sales over the previous year, amounting to total sales of more than $100,000, as opposed to less than $60,000 in 1955. While it is hoped that this trend of increased sales will be a permanent one, it should be noted that the problem is still not completely solved, and that some way of financing the large initial capital expenses necessary for this type of publishing must be found, if we are to expect to provide an adequate variety of books in this medium at reasonable catalog prices.

Digitized by Google

Legislation

The recent amendment by Congress of the basic authorizing Act of 1879 "To Promote the Education of the Blind" has been a major accomplishment during the year. The purpose of the amendment was to make possible the provision of educational materials through the Federal appropriation to all blind school children being educated in any type of publicly supported educational institution, and to increase the authorized ceiling of appropriation to $410,000 in order to cover not only the needs of the additional children to be served, but also to enlarge the per capita rate for quota allocations, now approximately $30 per child per year. The amended Act now makes mandatory some drastic changes in administration which will greatly change the relationships between the Printing House and the administrators of programs for the education of blind children attending public schools. No longer will direct quota allocations be made to city or county public school systems conducting special classes for the blind. Rather, beginning July 1, 1957, all blind children not in attendance at residential schools for the blind or other public institutions for the handicapped conducting organized training courses for the blind will be served through their state departments of public instruction, or such other agency as the governor of a particular state may designate as having like responsibility. This will mean that public day school classes for the blind will hereafter have to register their blind pupils through their state departments of education, and order their books and materials through them according to such arrangements as their state departments of public instruction may determine.

The immediate problem is that of acquainting the state departments of education of their new responsibilities and helping them to set up promptly the necessary facilities to administer such responsibilities. Letters have been sent to each chief state school officer in each state, territory, possession, etc., of the United States, advising them of the new law and asking them to take the necessary steps for setting up programs for serving the blind school children which have become their responsibilities under the Act. Additionally, the aid of the residential schools and the public school classes for the blind has been requested for the benefit of the state superintendents of schools. Anything that anyone of you can do to help the new programs in

Digitized by Google

your state would be deeply appreciated, particularly in view of the fact that the registrations, which will be the basis for the allocations for the next fiscal year, must be taken starting immediately after the first of the year. Obviously, registrations cannot be sent to the Printing House until formal plans for administering the allocations can be set up, and until these registrations are known, at least in large measure, no plans can be made for going to Congress to request the necessary appropriation to meet the needs of the children so registered for the 1958 fiscal year. May I urgently ask the greatest possible cooperation of each superintendent in his local state situation.

Current Projects

During the spring just passed, questionnaires were sent to all of the superintendents and teachers of the schools and classes for the blind. These questionnaires, sent in cooperation with the Department of Health, Education, and Welfare, were designed to seek information as to the felt needs of the schools and classes and suggestions as to ways the Printing House could better meet these needs, with a view to not only formulating plans for future services, as well as improving the services presently offered, but also to ascertaining the necessary amount of funds needed to finance such projects. The responses to the questionnaires were excellent and constructive. Unfortunately, many of the answers to specific questions varied as widely as the number of responses, thus pointing up one of the main difficulties which constantly confronts the Printing House, i.e., each school situation seems to be different, and it would seem well nigh impossible to meet the specific requirements of each school and class, much as we would like to try and do so. Hopefully, what now seem apparent disparities may, upon further study, prove to be similarities, and, in any case, a large part of the replies will supply a fruitful source of ideas for new services which the Printing House can undertake for the benefit of the schools. The report of the survey itself is scheduled for publication at an early date.

Before closing, perhaps I should touch briefly on one or two matters which are of prime interest to the schools. So far, we have delivered about 500 Perkins Braillers to the schools and classes for the blind, but we have not been able to obtain a constant supply of parts, so that all requirements of the schools

Digitized by Google

and classes for these machines could be met. As parts become available, back orders will be filled according to date of receipt. Additionally, I think I should report that the Lavender writer is still in the developmental stage, and it is not expected that we shall receive the final working prototype for at least another twelve months.

The experimental research work looking to the improvement in Braille printing and binding, being conducted under the sponsorship of the Library of Congress, has required much of our attention during the past year. The testing of blind readers for preference in dot and spacing qualifications has required a monumental amount of time, but is now about completed, and it is hoped that the specific findings will be available for consideration by the end of the year.

The REAL Program (Recorded Educational Aids to Learning), started two years ago, has just been reorganized, and new offerings of tapes will soon be available for purchase on quota accounts. Additionally, the new tapes will be better cataloged, checked for clarity and presentation, etc., so that future tapes will be of greater usefulness and of better quality.

The Beetz Notation-Graph, which was a Printing House catalog item many years ago, has again been put into production, and a new lot will be available for delivery by early December, at a price of about $50.00 per set. This device, which is designed to help give blind students and music teachers a knowledge of the ink-print grand staff and music notation, is in considerable demand at the present time, since the older models have long since been worn out in most instances. In making up the new lot, certain improvements and changes have been made, in order to provide a more durable and better device.

Finally, I feel confident that our production and shipping departments have now been so organized that the delivery of materials, which has been so greatly improved during the past eighteen months, will continue on an even more efficient level of operation in the future.

In closing, may I extend to the Executive Committee, and to Mr. Dabney in particular, my heartfelt gratitude for their deep interest in the work of the Printing House, evinced so concretely in recent months by their personal attention to Printing

Digitized by Google

House problems. To the superintendents, I extend my appreciation of their helpful suggestions and recommendations, and to our loyal staff and employees appreciation for their hard work and constructive efforts.

Respectfully submitted,

F. E. DAVIS, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1955-1956

le Publications:			
ımber of Plates Stereotyped	95,361	91,699	93,089
umber of Titles Embossed:			
Literary	346	195	248
Music	74	11	48
Magazines	570	603	578
lumber of Pages Printed	35,484,020	39,740,436	40,057,624
lumber of Volumes Bound:			
Sewed Binding	10,512	13,267	13,830
Limited Binding	41,297	60,922	54,635
Number of Pamphlets Published:			
Pressboard Covers	17	.....	200
Jute Covers	17,310	30,372	24,684
Paper Covers	23,983	2,100	25,965
Number of Magazines Published	501,367	478,370	491,600
Number of Music Selections Published	2,250	2,464	4,267
Number of Alphabet Cards Printed	546,795	219,600	895,764
arge Print Books:			
Number of Plates	4,209	6,833	6,363
Number of Titles Published	33	33	45
Number of Pages Printed	2,899,984	4,865,956	3,676,012
Number of Books Bound	12,139	18,835	19,422
Number of Pamphlets	3,585	3,909	7,534
Talking Books:			
Number of Masters Recorded	4,252	3,709	2,690
Number of Books Recorded	142	162	87
Number of Magazines Recorded	28	42	42
Number of Records Pressed	420,472	485,681	538,895
Number of Albums Made (Limited)	1,106	394	1,913
Number of Talking Book Containers Made:			
Black Fibre	19,510	22,389	22,098
Number of Reproducers Made	80	74	128
Real Tapes	.....	3,704	2,577
Tangible Apparatus Manufactured:			
Maps (Dissected)	19	22	42
Slates	3,242	2,430	5,522
Styluses	.....	5,541	7,337
Perkin's Braillers	.....	100	250
Braillewriter Cases	200	295	.....
Spelling Frames and Words (sets)	.....	.....	87
IMOUT Games	.....	.....	.....
Constructo Sets	.....	50	51
Graphic Aids to Mathematics	.....	.....	.....
Mitchell Forms	.....	.....	.....
Brailles Clock Faces	.....	.....	360
Cubarithm Slates	.....	146	576
Kine Mutiply Vizr	182	.....	.....
Globes	.....	34	37
Map Plaques	.....	20	590
Hoff Aids	.....	73	50
Brown Slates	.....	147	87

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND
INCORPORATED

BALANCE SHEET

June 30, 1956

ASSETS

Current Assets:			
Cash		$ 37,730.20	
Accounts receivable		156,575.80	
Inventories:			
Finished goods	$313,551.58		
Work in process	91,444.82		
Materials	107,431.85	512,428.25	
Total Current Assets			$ 706,734.25
Deferred Charges:			
Supplies		$ 27,205.84	
Unexpired insurance		3,507.90	
Total Deferred Charges			30,713.74
Fixed Assets:			
Land		$ 11,907.03	
Buildings		609,307.96	
Machinery		260,792.78	
Office equipment		39,346.20	
Total		$921,353.97	
Less allowance for depreciation		290,083.44	
Net Fixed Assets			631,270.53
Total General Fund Assets			$1,368,718.52
Special Fund Assets:			
Unrestricted Gifts Fund			
Cash	$ 3,204.47		
Investments	149,550.00	$152,754.47	
Reader's Digest Fund for the Blind			
Cash	$ 46,891.73		
Investments	477,200.00	524,091.73	
Research Fund			
Cash		2,000.00	
Endowment Fund			
Cash	$ 629.71		
Investments	16,101.56	16,731.27	
Building Fund			
Cash		1,724.96	
Total Special Fund Assets			697,302.43
TOTAL ASSETS			$2,066,020.95

Digitized by Google

LIABILITIES

Current Liabilities:			
Accounts payable			$ 59,005.50
Deferred Credits to Income:			
Unexpired subscriptions			1,638.93
Net Worth:			
Capital investment		$821,096.66	
Reserve for contingencies		486,977.43	
Total Net Worth			1,308,074.09
Total General Fund Liabilities and Net Worth			$1,368,718.52
Special Fund Principals:			
Unrestricted Gifts Fund		$152,754.47	
Reader's Digest Fund for the Blind			
For publications	$172,388.89		
For extension	346,702.84		
For endowment	5,000.00	524,091.73	
Research Fund		2,000.00	
Endowment Fund		16,731.27	
Building Fund		1,724.96	
Total Special Fund Principals			697,302.43
TOTAL LIABILITIES AND NET WORTH			$2,066,020.95

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

For the Fiscal Year Ended June 30, 1956

CASH BALANCE, JULY 1, 1955		$ 53,93[illegible]
RECEIPTS:		
The Act "To Promote the Education of the Blind"	$ 234,000.00	
Sales of products to other agencies	669,896.62	
Reader's Digest Fund donations	267,177.34	
Unrestricted Gifts Fund donations	47,911.32	
Wills and bequests	25,556.44	
Interest received	13,375.62	
Investments liquidated	44,650.00	
Sale of scrap and equipment	847.58	
Total Receipts		1,303,414[illegible]
		$1,357,347.[illegible]
DISBURSEMENTS:		
Salaries and Wages	$ 559,946.62	
Materials	265,815.99	
Manufacturing expense	44,470.13	
General factory overhead expense	37,671.47	
Shipping supplies and expense	26,288.34	
Research and experimentation	8,083.59	
Campaign expense	46,774.55	
Retirement Fund contribution	26,600.00	
Administrative and office expense	31,083.97	
Payroll taxes	9,846.48	
Refunds to donors	278.51	
Interest purchased	959.27	
Total Operating Disbursements	$1,057,818.92	
Equipment purchased	22,307.07	
Addition to building	35,670.45	
Investments	152,751.56	
	$1,268,548.00	
Less cash discounts taken	3,381.55	
Total Disbursements		1,265,166.45
CASH BALANCE, JUNE 30, 1956		$ 92,181.07
CONSISTING OF:		
Cash in office	$ 250.00	
Cash in General Fund bank account	39,480.20	
Cash in Reader's Digest Fund bank account	46,891.73	
Cash in Building Fund bank account	1,724.96	
Cash in Endowment Fund bank account	629.71	
Cash in Unrestricted Gifts Fund bank account	3,204.47	
	$ 92,181.07	

We hereby certify that the foregoing balance sheet at June 30, 1956, and the summary of cash receipts and disbursements for the year then ended are correctly drawn; and, in our opinion, present fairly the financial position of the American Printing House for the Blind, Incorporated at June 30, 1956, and its receipts and disbursements for the year then ended.

Respectfully submitted,
WILLIAM COTTON COMPANY
Certified Public Accountants
T. H. Dowell, C. P. A.

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1955 to June 30, 1956

To Whom Paid	For What Purpose	Amount
Payroll July 1-16, 1955	Services	$ 5,093.51
The Hollison Mills, Inc.	Bindery Supplies	487.18
Carter Dry Goods Co.	Large Type Supplies	136.19
Courtenay Ink Company	Large Type Supplies	26.73
General Box Company	Shipping Supplies	114.08
Philip A. Hunt Company	Large Type Supplies	25.59
Illinois Zinc Company	Large Type Supplies	2,045.66
Wm. J. McLaughlin & Co.	Bindery Supplies	41.93
Harold M. Pitman Company	Large Type Supplies	162.00
Chicago Steel and Wire Co.	Bindery Supplies	28.19
Payroll July 1-31, 1955	Services	2,483.33
Payroll July 18-30, 1955	Services	4,714.77
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	86.04
The Hilton-Hawley Company	Large Type Supplies	5.90
Aluminum Finishing Corp.	Tangible Apparatus Supplies	69.95
Arabol Mfg. Company	Bindery Supplies	160.29
Central Steel & Wire Co.	Tangible Apparatus Supplies	56.66
Ewald Distributing Co.	REAL-Tape Blanks	1,086.99
W. D. Gatchel & Sons	Large Type Supplies	242.22
Illinois Zinc Company	Zinc Plate Blanks	445.66
Payroll Aug. 1-13, 1955	Services	4,364.18
Cudahy Packing Company	Bindery Supplies	147.73
W. D. Gatchel & Sons	Large Type Supplies	118.37
GBC Sales & Service, Inc.	Bindery Supplies	600.90
National Starch Products, Inc.	Large Type Supplies	24.19
Arabol Manufacturing Company	Bindery Supplies	154.47
Payroll Aug. 15-27, 1955	Services	4,347.36
Payroll Aug. 1-31, 1955	Services	2,541.65
Wm. J. McLaughlin & Co.	Bindery Supplies	59.97
Southern Litho-Plate & Supply Co.	Large Type Supplies	109.60
Ewald Distributing Co.	REAL-Tape Blanks	299.88
Hubbell Metals Company	Tangible Apparatus Supplies	455.03
Service Industries	Bindery Supplies	19.80
Miller Paper Company	Paper	13,611.62
Blatz Paint Company	Tangible Apparatus Supplies	227.16
Courtenay Ink Company	Large Type Supplies	26.73
Philip A. Hunt Company	Large Type Supplies	10.59
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	19.40
Recto-Molded Products, Inc.	Tangible Apparatus Supp.	2,399.25
Southeastern Paper Company	Bindery Supplies	4,826.30
Southern Litho Plate & Supply Co.	Large Type Supplies	60.00
Miller Paper Co.	Paper	1,337.78
Payroll Aug. 29-Sept. 10, 1955	Services	4,693.69
Payroll Sept. 12-24, 1955	Services	4,742.09
Wm. J. McLaughlin & Co.	Bindery Supplies	468.26
Arabol Mfg. Company	Bindery Supplies	129.74
GBC Sales & Service, Inc.	Bindery Supplies	449.48
Hubbell Metals, Inc.	Plate Blanks	1,307.14
Miller Paper Company	Paper	44.59
Harold M. Pitman Company	Large Type Supplies	158.76
Howe Press of Perkins Institution	Tangible Apparatus	8,400.00
Carter Dry Goods	Large Type Supplies	71.40
Ewald Distributing Company	REAL-Tape Blanks	163.08

Digitized by Google

To Whom Paid	For What Purpose	Amount
W. D. Gatchel and Sons, Inc.	Large Type Supplies	116.09
Ren-Ite Plastics, Inc.	Tangible Apparatus	131.11
Southern Litho-Plate & Supply Co.	Large Type Supplies	194.00
Universal Radio Supply Co.	REAL-Tape Blanks	430.00
Payroll Sept. 1-30, 1955	Services	2,649.99
Payroll Sept. 26-Oct. 8	Services	4,686.14
Philip A. Hunt Company	Large Type Supplies	25.59
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	29.11
Southern Litho Plate & Supply Co.	Large Type Supplies	54.40
Varn Products Co., Inc.	Large Type Supplies	47.52
Universal Radio Supply Co.	REAL-Tape Blanks	316.73
Courtenay Ink Company	Large Type Supplies	26.73
Philip A. Hunt Company	Large Type Supplies	59.40
Illinois Zinc Company	Zinc Plate Blanks	482.01
McKinley Litho Supply Co.	Large Type Supplies	147.00
Southeastern Paper Company	Bindery Supplies	136.42
Southern Litho-Plate & Supply Co.	Large Type Supplies	59.20
Columbia Mills, Inc.	Bindery Supplies	1,958.77
Arabol Manufacturing Co.	Bindery Supplies	157.14
GBC Sales & Service, Inc.	Bindery Supplies	458.35
W. D. Gatchel and Sons, Inc.	Large Type Supplies	234.37
GBC Sales & Service, Inc.	Bindery Supplies	803.03
Aluminum Finishing Company	Tangible Apparatus	34.30
Payroll Oct. 10-22, 1955	Services	4,719.54
Payroll Oct. 1-31, 1955	Services	2,649.99
Illinois Zinc Company	Bindery Supplies	877.41
Southern Litho Plate & Supply Co.	Large Type Supplies	115.50
Columbia Mills, Inc.	Bindery Supplies	3,850.00
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	56.35
Cudahy Packing Company	Bindery Supplies	238.04
Mathiessen & Hegeler Zinc Co.	Zinc Plate Blanks	342.12
Illinois Zinc Company	Zinc Plate Blanks	584.89
Payroll Oct. 24-Nov. 5, 1955	Services	4,665.01
Courtenay Ink Company	Large Type Supplies	26.73
Arabol Manufacturing Company	Bindery Supplies	159.08
Armour and Company	Bindery Supplies	19.40
W. D. Gatchel and Sons, Inc.	Large Type Supplies	116.78
GBC Sales & Service, Inc.	Bindery Supplies	458.35
Miller Paper Company	Bindery Supplies	1,751.26
National Starch Products	Large Type Supplies	25.08
Harold M. Pitman Company	Large Type Supplies	158.76
Ren-ite Plastics, Inc.	Tangible Apparatus	796.43
Judson L. Thompson Manufacturing Co.	Tangible Apparatus	442.50
Payroll Nov. 7-19, 1955	Services	4,717.59
Dickson Company	Large Type Supplies	237.50
W. D. Gatchel and Sons, Inc.	Large Type Supplies	116.00
Philip A Hunt Company	Large Type Supplies	25.59
Wm. J. McLaughlin & Co.	Bindery Supplies	91.28
Miller Paper Company	Paper	3,934.91
Southern Litho Plate & Supply Co.	Large Type Supplies	189.60
Weirton Steel Company	Plate Blanks	925.71
Payroll Nov. 1-30, 1955	Services	2,654.15
Payroll Nov. 21-Dec. 3, 1955	Services	4,839.73
Carter Dry Goods Co.	Bindery Supplies	137.60
Gunderson Office Supply & Equipment Co.	Large Type Supplies	45.72
Ren-ite Plastics, Inc.	Tangible Apparatus	25.59
Revere Copper and Brass, Inc.	Aluminum Plates	1,181.06
Southern Litho-Plate & Supply Co.	Large Type Supplies	116.00
Chatfield Paper Corporation	Bindery Supplies	1,342.60
Courtenay Ink Company	Large Type Supplies	26.73
Payroll Dec. 5-17, 1955	Services	4,572.09
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	29.70

Digitized by Google

To Whom Paid	For What Purpose	Amount
hern Litho Plate & Supply Co.	Large Type Supplies	699.31
). Gatchel and Sons, Inc.	Large Type Supplies	152.60
bol Manufacturing Company	Bindery Supplies	159.57
minum Finishing Corp.	Tangible Apparatus	14.69
ler Paper Company	Large Type Supplies	1,700.58
itheastern Paper Company	Bindery Supplies	654.04
ithern Litho Plate & Supply Co.	Large Type Supplies	112.00
rn Products, Inc.	Large Type Supplies	47.52
yroll Dec. 1-31, 1955	Services	1,399.99
yroll Dec. 19-31, 1955	Services	4,426.43
uminum Finishing Corp.	Tangible Apparatus	38.74
. D. Gatchel and Sons, Inc.	Large Type Supplies	116.00
BC Sales and Service, Inc.	Bindery Supplies	341.32
m. J. McLaughlin and Co.	Large Type Supplies	21.26
iller Paper Company	Bindery Supplies, Paper	4,224.44
ayroll Jan. 1-14, 1956	Services	4,726.10
ourtenay Ink Company	Large Type Plates	26.73
V. D. Gatchel and Sons, Inc.	Large Type Supplies	116.00
National Starch Products, Inc.	Large Type Supplies	24.78
Harold M. Pitman Company	Large Type Supplies	158.76
Payroll Jan. 1-31, 1956	Services	2,654.15
Payroll Jan. 16-28, 1956	Services	4,605.59
W. D. Gatchel and Sons, Inc.	Large Type Supplies	116.00
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	39.60
Wm. J. McLaughlin & Co.	Large Type Supplies	350.11
Arabol Manufacturing Company	Bindery Supplies	156.17
Chatfield Paper Corporation	Bindery Supplies	1,584.27
Dickson Company	Typesetting	504.50
W. D. Gatchel & Sons, Inc.	Large Type Supplies	116.00
Philip A. Hunt Company	Large Type Supplies	89.99
Matthiessen & Hegeler Zinc Co.	Zinc Plates	1,073.57
Wm. J. McLaughlin Co.	Bindery Supplies	88.20
Miller Paper Company	Bindery Supplies, Paper	4,192.63
Southern Litho-Plate & Supply Co.	Large Type Supplies	300.00
Payroll Jan. 30-Feb. 11, 1955	Services	4,867.82
McKinley Litho Supply Co.	Large Type Plates	147.00
Cudahy Packing Company	Bindery Supplies	60.64
Payroll Feb. 13-25, 1956	Services	4,881.83
Payroll Feb. 1-29, 1956	Services	1,399.99
Carter Dry Goods Co.	Large Type Supplies	66.00
W. D. Gatchel & Sons, Inc.	Large Type Supplies	116.00
Southern Litho Plate & Supply Co.	Large Type Supplies	177.20
Courtenay Ink Company	Large Type Supplies	26.73
Miller Paper Company	Paper	5,842.61
Aluminum Finishing Corp.	Tangible Apparatus	104.67
Philip A. Hunt Company	Large Type Supplies	25.59
Wm. J. McLaughlin and Co.	Bindery Supplies	88.98
Ren-Ite Plastics, Inc.	Tangible Apparatus	124.19
Payroll Feb. 27-Mar. 10, 1956	Services	4,661.61
Chicago Steel & Wire Co.	Bindery Supplies	28.33
Payroll Mar. 12-24, 1956	Services	4,624.76
Payroll Mar. 1-31, 1956	Services	2,654.15
Payroll Mar. 26-Apr. 7, 1956	Services	4,679.28
Aluminum Finishing Corp.	Tangible Apparatus	33.61
Arabol Manufacturing Company	Bindery Supplies	157.63
Miller Paper Co.	Paper	1,169.41
Payroll Apr. 9-21, 1956	Services	4,692.19
Cudahy Packing Co.	Bindery Supplies	84.89
W. D. Gatchel & Sons, Inc.	Large Type Supplies	232.00
Wm. J. McLaughlin & Co.	Bindery Supplies	91.14
Payroll Apr. 1-30, 1956	Services	2,649.99
Payroll Apr. 23-May 5, 1956	Services	4,577.57

Digitized by Google

To Whom Paid	For What Purpose	Amount
Southern Litho Plate & Supply Co.	Large Type Supplies	304.00
Louisville Paper & Manufacturing Co.	Paper	1,734.37
Payroll May 7-19, 1956	Services	4,560.72
GBC Sales & Service, Inc.	Bindery Supplies	550.02
Payroll May 1-31, 1956	Services	2,654.15
Payroll May 21-June 2, 1956	Services	4,551.89
Payroll June 4-16, 1956	Services	1,943.74
		$234,000.00

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1956, according to the law of Congress approved March 3, 1879; June 25 1906; August 4, 1919; December 22, 1927; August 23, 1937; and May 22, 1952, entitled "An Act to Promote the Education of the Blind":

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
Alabama Institute for the Deaf and Blind Talladega, Alabama	161	$ 5,009.84
Arizona State School for the Deaf and Blind Tucson, Arizona	49	1,524.73
Arkansas Enterprises for the Blind Rehabilitation Center Little Rock, Arkansas	31	964.63
Arkansas School for the Blind Little Rock, Arkansas	144	4,480.85
Atlanta Public Schools Classes for Blind Atlanta, Georgia	19	591.22
Battle Creek Public Schools Classes for Blind Battle Creek, Michigan	10	311.17
Boston Public Schools Classes for Blind Boston, Massachusetts	5	155.58
Buffalo Board of Education Classes for Blind Buffalo, New York	34	1,057.98
California School for the Blind Berkeley, California	159	4,947.61
Campbell Union School District Class for Blind Campbell, California	18	560.11
Chicago Public Schools Department for Blind Chicago, Illinois	187	5,818.88
Cincinnati Public Schools Classes for Blind Cincinnati, Ohio	41	1,275.80
Cleveland Public Schools Department for Blind Cleveland, Ohio	65	2,022.61

Digitized by Google

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
Colorado School for the Deaf and Blind Colorado Springs, Colorado	69	2,147.07
Community Consolidated School District No. 21 Cook County, Class for Blind Wheeling, Illinois	6	186.70
Dade County Board of Public Instruction Classes for Blind Miami, Florida	37	1,151.33
Dallas Independent School District Department for Visually Handicapped Dallas, Texas	11	342.29
Dayton Public Schools Classes for Blind Dayton, Ohio	14	435.64
Dearborn Public Schools Department for Blind Dearborn, Michigan	20	622.34
Delaware Commission for the Blind Department of Education Wilmington, Delaware	35	1,089.10
Denver Public Schools Classes for Blind Denver, Colorado	9	280.05
Detroit Public Schools Braille and Sight Saving Department Detroit, Michigan	121	3,765.16
Diamond Head School Department for Blind Honolulu, Hawaii	15	466.75
District of Columbia Public Schools Classes for Blind Washington, D. C.	35	1,089.10
Duluth Board of Education Department for Blind and Sight Saving Duluth, Minnesota	19	591.22
Elizabeth Public Schools Class for Blind Elizabeth, New Jersey	19	591.22
Walter E. Fernald State School Greene Blind Unit Waverley, Massachusetts	61	1,898.14
Florida School for the Deaf and Blind St. Augustine, Florida	123	3,827.39
Fort Worth Public Schools Class for Blind Fort Worth, Texas	8	248.94
Fresno City Schools Department for Blind Fresno, California	12	373.40

Digitized by Google

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
gia Academy for the Blind acon, Georgia	193	6.005.59
nd Rapids Public Schools raille and Sight Saving Department rand Rapids, Michigan	19	591.22
en Bay Public Schools Classes for Blind Green Bay, Wisconsin	7	217.82
ackensack Public Schools Classes for Blind Hackensack, New Jersey	8	248.94
Hawthorne School District Classes for Blind Hawthorne, California	9	280.05
Houston Independent School District Class for Blind Houston, Texas	6	186.70
Idaho School for the Deaf and Blind Gooding, Idaho	33	1,026.86
Illinois Braille and Sight-Saving School Jacksonville, Illinois	165	5,134.31
Indiana School for the Blind Indianapolis, Indiana	129	4,014.10
Institute Loaiza Cordero De Ninos Ciegos Santurce, Puerto Rico	72	2,240.43
Iowa Braille and Sight-Saving School Vinton, Iowa	129	4,014.10
Iowa School for the Deaf Department for Deaf-Blind Council Bluffs, Iowa	0	0
Jackson Public Schools Braille and Sight Saving Department Jackson, Michigan	2	62.23
Jersey City Public Schools Classes for Blind Jersey City, New Jersey	4	124.47
Kalamazoo Public Schools Classes for Blind Kalamazoo, Michigan	1	31.12
Kansas School for the Blind Kansas City, Kansas	83	2,582.71
Kentucky School for the Blind Louisville, Kentucky	122	3,796.28
Lavelle School for the Blind New York, New York	101	3,142.82

Digitized by Google

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
Long Beach Public Schools Class for Blind Long Beach, California	17	528.99
Los Angeles Public Schools Schools for Blind and Sight Saving Los Angeles, California	192	5,974.47
Louisiana State School for the Blind Baton Rouge, Louisiana	74	2,302.66
Louisiana State School for Blind Negroes Baton Rouge, Louisiana	57	1,773.67
Maryland School for the Blind Overlea, Maryland	153	4,760.90
Michigan Employment Institution for the Blind Saginaw, Michigan	4	124.47
Michigan School for the Blind Lansing, Michigan	181	5,632.18
Milwaukee Public Schools Department for Blind Milwaukee, Wisconsin	70	2,178.19
Minneapolis Public Schools Department for Sight Saving and Braille Minneapolis, Minnesota	46	1,431.38
Minnesota Braille and Sight-Saving School Faribault, Minnesota	94	2,925.00
Mississippi School for the Blind Jackson, Mississippi	129	4,014.10
Missouri School for the Blind St. Louis, Missouri	149	4,636.44
Montana School for the Deaf and Blind Great Falls, Montana	25	777.93
Montclair Public Schools Department for Blind Montclair, New Jersey	9	280.05
Nebraska School for the Blind Nebraska City, Nebraska	48	1,493.62
Newark Public Schools Braille and Sight Conservation Classes Newark, New Jersey	41	1,275.80
New Jersey Commission for the Blind Department of Education Newark, New Jersey	161	5,009.84
New Mexico School for the Visually Handicapped Alamogordo, New Mexico	74	2,302.66
New Orleans Public Schools Class for Blind New Orleans, Louisiana	8	248.94

Digitized by Google

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
New York City Public Schools Bureau for Education of Visually Handicapped Brooklyn, New York	121	3,765.16
New York Institute for the Education of the Blind New York, New York	158	4,916.49
New York State School for the Blind Batavia, New York	177	5,507.71
North Carolina School for the Blind and Deaf Raleigh, North Carolina	327	10,175.27
North Carolina State Commission for the Blind Rehabilitation Center Raleigh, North Carolina	46	1,431.38
North Dakota School for the Blind Bathgate, North Dakota	29	902.39
Oak Hill School Hartford, Connecticut	109	3,391.75
Ohio State School for the Blind Worthington, Ohio	192	5,974.47
Oklahoma Consolidated Negro Institution Deaf, Blind, and Orphan Division Taft, Oklahoma	1	31.12
Oklahoma School for the Blind Muskogee, Oklahoma	80	2,489.36
Oregon School for the Blind Salem, Oregon	70	2,178.19
Overbrook School for the Blind Philadelphia, Pennsylvania	262	8,152.66
Paterson Public Schools Department for Blind Paterson, New Jersey	11	342.29
Perkins Institution and Massachusetts School for the Blind Watertown, Massachusetts	244	7,592.55
Portland Public Schools Department for Blind and Visually Handicapped Portland, Oregon	26	809.04
Rover-Greaves School for the Blind Paoli, Pennsylvania	55	1,711.44
Sacramento City Unified School District Classes for Blind Sacramento, California	3	93.35
St. Cloud Public Schools Classes for Blind St. Cloud, Minnesota	3	93.35
St. Paul Public Schools Classes for Blind St. Paul, Minnesota	19	591.22

Digitized by Google

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
San Francisco Unified School District Classes for Blind San Francisco, California	16	497.87
San Leandro Unified School District Classes for Blind San Leandro, California	12	373.40
Santa Ana Public Schools Classes for Blind Santa Ana, California	5	155.59
San Antonio Independent School District Department for Blind San Antonio, Texas	6	186.70
San Mateo County Public Schools Class for Blind San Mateo, California	8	248.94
San Diego City Schools Classes for Blind and Sight Saving San Diego, California	25	777.93
South Carolina School for the Deaf and Blind Spartanburg, South Carolina	101	3,142.82
South Dakota School for the Blind Gary, South Dakota	44	1,369.15
Stockton Unified School District Classes for Blind Stockton, California	9	280.05
Tacoma Public Schools Department for Blind Tacoma, Washington	12	373.40
Temple City Unified School District Classes for the Blind Temple City, California	24	746.81
Tennessee School for the Blind Donelson, Tennessee	171	5,321.01
Texas School for the Blind Austin, Texas	200	6,223.40
Texas Blind, Deaf and Orphan School Austin, Texas	67	2,084.84
Toledo Public Schools Class for the Blind Toledo, Ohio	7	217.82
Utah School for the Deaf and Blind Ogden, Utah	47	1,462.50
Virginia School for the Deaf and Blind Staunton, Virginia	135	4,200.79
Virginia State School Department for Blind Hampton, Virginia	51	1,586.97

Digitized by Google

	January 1955 No. of Pupils	Amount of Quota for the Year Ending June 30, 1956
Washington State School for the Blind **Vancouver**, Washington	98	3,049.47
Western Pennsylvania School for Blind Children **Pittsburg**, Pennsylvania	161	5,009.84
West Virginia Schools for Deaf and Blind **Romney**, West Virginia	88	2,738.30
West Virginia Schools for Colored Deaf and Blind **Institute**, West Virginia	17	528.99
Wisconsin School for the Visually Handicapped **Janesville**, Wisconsin	118	3,671.81
Youngstown Public Schools **Department** for the Blind **Youngstown**, Ohio	13	404.52
Per Capita: $31.117021	7,520	$234,000.00

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

HV
1667
.A51
A2
1956/57

EIGHTY-NINTH REPORT

OF MICHIGAN

LIBRARY

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1957

Digitized by Google

Digitized by Google

Digitized by Google



Digitized by Google

EIGHTY-NINTH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1957

Digitized by Google

OFFICERS FOR 1956-1957

●

President

WILLIAM C. DABNEY

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

DR. A. G. KLOSS (Exp. 1959), *Chairman*

DR. F. M. ANDREWS (Exp. 1960)
DR. E. J. WATERHOUSE (Exp. 1957)
EGBERT N. PEELER (Exp. 1961)
J. M. WOOLLY (Exp. 1958)

Educational Research Committee

DR. NEAL F. QUIMBY (Exp. 1958), *Chairman*

DR. M. E. FRAMPTON (Exp. 1957)
W. A. HACK (Exp. 1960)
W. CRABIN GILL (Exp. 1961)
DR. HUGO F. SCHUNHOFF (Exp. 1959)

Tangible Apparatus Committee

FRANK JOHNS, JR. (Exp. 1959), *Chairman*

BYRON BERHOW (Exp. 1957)
ROY M. STELLE (Exp. 1961)
V. R. CARTER (Exp. 1958)
JOHN M. WALLACE (Exp. 1960)

Trustees

CHARLES W. ALLEN
WILLIAM C. DABNEY
J. MCFERRAN BARR
MARK F. ETHRIDGE
CHARLES R. BOTTORFF
JOHN B. MCFERRAN, JR.
GEORGE W. NORTON, JR.

And, ex-officio, every Executive Head of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., October 29, 1957, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. William C. Dabney, President; Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Dr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. Byron L. Berhow, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. Charles R. Bottorff, Louisville, Kentucky.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. Mark F. Ethridge, Louisville, Kentucky.

Dr. M. E. Frampton, Principal, New York Institute for the Education of the Blind, New York, New York.

Mr. W. Crabin Gill, Superintendent-Principal, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mr. W. A. Hack, Superintendent, South Dakota School for the Blind, Gary, South Dakota.

Mr. George Heltzell, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. L. P. Howser, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Dr. Alton G. Kloss, Superintendent, Western Pennsylvania School for Blind Children, Pittsburgh, Pennsylvania.

Mr. Robert Lambert, Vice-President; Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Digitized by Google

Mr. R. E. Long, Superintendent, Wisconsin School for the Visually Handicapped, Janesville, Wisconsin.

Mr. J. C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. F. G. Nelms, Superintendent, Georgia Academy for the Blind, Macon, Georgia.

Mr. D. W. Olson, Superintendent, Kansas School for the Blind, Kansas City, Kansas.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight Saving School, Vinton, Iowa.

Mr. Eber L. Palmer, Superintendent, New York State School for the Blind, Batavia, New York.

Mr. Egbert N. Peeler, Superintendent, North Carolina School for the Blind and Deaf, Raleigh, North Carolina.

Dr. Neal F. Quimby, Superintendent, New Mexico School for the Visually Handicapped, Alamogordo, New Mexico.

Mr. Jerry L. Regier, Superintendent, Nebraska School for the Blind, Nebraska City, Nebraska.

Mr. Roy M. Stelle, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Dr. Robert H. Thompson, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. John M. Wallace, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Dr. Edward J. Waterhouse, Director, Perkins School for the Blind, Watertown, Massachusetts.

Mr. E. J. Wood, Superintendent, Tennessee School for the Blind, Nashville, Tennessee.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

Mr. William C. Dabney, President of the Board of Trustees, opened the meeting with a few well-chosen words of welcome and introduced Mr. George Heltzell, Missouri School for the Blind, and Mr. L. P. Howser, Kentucky School for the Blind, as new superintendents, and Mr. F. G. Nelms, Superintendent of the Georgia Academy for the Blind, all of whom were at-

Digitized by Google

tending the Annual Meeting of the Printing House for the first time. The following visitors were also introduced by Mr. Dabney:

Mr. C. B. Akin, Public Relations Director, Georgia Academy for the Blind.

Mr. R. E. Brinkley, Director, Division of Instruction, State Department of Education, Tennessee.

Mr. Jack Hartong, Assistant Superintendent, Illinois Braille and Sight Saving School.

Mr. Joseph H. Kerr, Assistant Principal, Overbrook School for the Blind.

The reports of the Executive Committee, Publications Committee, Educational Research Committee, Tangible Apparatus Committee, and Superintendent were read and, upon motions duly seconded and passed, approved and ordered published in this Annual Report as listed on pages 7, 9, 11, 13, and 15, respectively.

Mr. Dabney reported that, in view of the discussion last year concerning the adoption of a definite time for the Annual Meeting each year, the Executive Committee had decided on the date of the last Tuesday in October of each year.

Upon motion, duly seconded and passed, the policy of permitting overdrafts up to 50 per cent of a next year's anticipated quota allotment to schools and agencies for the blind and state departments of education participating in the Federal appropriation was changed to 25 per cent, effective immediately.

After careful study of the HEW Task-force recommendations on problems of equity in the formula by which educational materials are made available to blind pupils through the American Printing House for the Blind, it was unanimously agreed to oppose recommendation Number 3 of the Task-force Report recommending the provision of a single allotment of books and materials to each state through the Printing House, based on each state's proportion of total eligible blind pupils. It was also unanimously agreed to oppose recommendation Number 4 of the Report, which provided for some advisory Trustees and some ex-officio Trustees of the American Printing House for the Blind. It was felt that all superintendents of schools for the blind, as well as chief state school officers, should

Digitized by Google

be ex-officio Trustees of the Printing House in the administration of the Federal funds, with proportionate representation on operating committees.

Dr. Francis M. Andrews, Acting Chairman of the Nominating Committee, placed in nomination the following Trustees, who were duly seconded and elected:

PUBLICATIONS COMMITTEE:

Dr. A. G. Kloss, Chairman
Dr. Edward J. Waterhouse—for 5 years (Exp. 1962)

EDUCATIONAL RESEARCH COMMITTEE:

Dr. Neal F. Quimby, Chairman
Mr. D. W. Olson, Jr.—for 5 years (Exp. 1962)

TANGIBLE APPARATUS COMMITTEE:

Mr. Frank Johns, Jr., Chairman
Mr. B. L. Berhow—for 5 years (Exp. 1962)

The following officers, also presented by the Nominating Committee, were unanimously re-elected for one year:

Mr. William C. Dabney, President
Mr. Robert Lambert, Vice-President
Mr. Finis E. Davis, Secretary
First National Bank of Louisville, Treasurer

Superintendent Finis E. Davis was re-elected for a period of two years.

There being no further business, the meeting adjourned.

Respectfully submitted,
FINIS E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 29, 1957

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

On behalf of your Executive Committee, it gives me much pleasure to present the following report of our year's activities. I should like first, however, to call your attention to the fact that we are on the eve of the centennial of the founding of the American Printing House for the Blind, which will occur on January 23, 1958. It is my hope that a formal observance of this anniversary will be possible.

During the past twelve months, your Executive Committee has concerned itself largely with plans for further building expansion and the addition of automatic equipment looking to improvement in our fund-raising, magazine circulation, accounting and other procedures. The building program will consist of three projects:

a. The razing of the old east wing, to be replaced by a two-story building, approximately 56′ x 40′ in size, comprising a basement and first floor. The basement portion will be designed for storage of finished books, while the first floor will accommodate the lunchroom, with access to it from both the exhibit room and the hallway to the bindery, thus locating it in a more central location for the entire plant than at present. The space vacated by the present lunchroom at the rear end of the bindery will be made available for needed expansion in the Braille printing and binding departments. It should be noted in passing that, while only a basement and first floor are being erected at this time, the foundation to this wing will be of such construction as to permit the addition of a second and third floor at such time as might be necessary.

b. The erection of a new, one-story building, 40′ x 50′ in size, between the present west wing of the old main building and the old plate-storage vault, designed for storage of raw materials for the Talking Book Department, thereby providing for the direct flow of these materials to their nearby areas of manufacture.

c. The renovation of the basement and first floors of the

Digitized by Google

present west wing. The shipping department now occupy[ing] the basement portion of this building will be given expanded [and] improved quarters in the same location, while the fund-rais[ing] and magazine circulation department now occupying the fi[rst] floor of this wing will be provided in the same location with modern office facilities commensurate with those for the gener[al] office and staff in the administration building. Additional modern IBM equipment will be installed for the use of this de[-] partment, with a view to expanding its use to the general accou[nt]ing and other procedures of the Printing House as rapidly as f[ea]sible. It is expected that this new equipment will reduce the [pre]sent manual and outside hand labor now required in our fund-raisi[ng] activities.

The architectural plans for the above buildings have been completed and bids are now being taken with construction to start immediately. The total cost of the new buildings, renovations and equipment will be in the neighborhood of $125,000.

During the year, approximately $341,000 were received for The Reader's Digest Fund for the Blind, of which approximately $[2]25,000 were donations in response to our fund-raising appeals for this purpose, the rest being interest income and bequests. Additionally, the Endowment Fund now amounts to $154,922.83, including a transfer of $125,000 from the Unrestricted Gifts Fund. An additional $20,000 from the Unrestricted Gifts Fund have been set aside to pay for the Braille plates of the new edition of WEBSTER'S STUDENTS DICTIONARY in Braille grade 2, and a social science encyclopedia, and for further distribution of THE BRAILLE COOKBOOK free to the blind, which project has proved of tremendous popularity during the past several years. $[illegible],000 has also been transferred to the Building Fund from the Expansion Fund.

In closing, I should like to extend my sincere thanks to my fellow members of the Executive Committee, to the professional members of the Board of Trustees, to Mr. Davis, and to the staff and employees of the Printing House, for a year of conscientious effort towards expanding and improving the facilities and services of the Printing House on behalf of the blind persons it serves.

Respectfully submitted,

WILLIAM C. DABNEY, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

October 29, 1957

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The Publications Committee met once during the 1956-57 year, on Sunday evening, October 27, 1957, for the purpose of reviewing the past year's operations and to consider the selection of materials to be embossed and printed in large type during 1957-58.

Production in the Braille embossing department was about average for the year, in spite of many unexpected difficulties brought about by enlarged operations and by the lack of a sufficient number of trained stereotypists.

The Printing House has several technical developments underway, particularly in the Braille printing process, including the IBM tape-controlled embossing system and IBM machine translation equipment, and the possibility of developing a method whereby hand-transcribed material might be used to make good master plates for multiple reproduction.

The quota sales of Braille books has been on the increase, and this may be a reflection of the increased enrollments of totally blind pupils, at least in the residential schools. The Committee feels that large type books should continue to be supplied on a parallel basis with basic Braille texts for those who need them. The Committee looks with favor on the proposal of the Printing House to require, on future quota registrations, information for each individual pupil as to his need for Braille and/or large type books, so as to give some information as to future requirements in these media.

The AAIB Committee on Standards and Evaluations has just completed the tabulations on Questionnaire #2 concerning the supply of reading materials in sixteen schools. The figures shown in the Committee's Report will prove of real value to the Publications Committee and to the Printing House staff in helping all of the schools to strengthen their library facilities. Mr.

Digitized by Google

Peeler and his Committee are to be commended for their excellent work on this project.

A detailed summary of publications under production or scheduled for production during the next year have been drawn up. The Committee feels that possibly the cycle of replacements of texts might be stepped up to oftener than once in five years, based upon the economics of production and the variety of demands from the schools and classes.

Because of increased enrollments of blind children in all types of programs throughout the country, and because of the demand for so many different texts and other materials to meet the needs of blind children enrolled in the public schools, the Committee feels that, if it is to meet its responsibilities, present procedures in selecting textbooks should be modified, and that serious consideration should be given by the Printing House to the employment of a full-time textbook specialist.

The Publications Committee is deeply grateful to Miss Marjorie S. Hooper, Braille and Large Type Editor, and to Miss Betty Duncan, Assistant Braille Editor, who have given so much of themselves to facilitate the work of the Committee, toward the end of serving the textbook needs of America's blind children.

Respectfully submitted,

ALTON G. KLOSS, ED.D., *Chairman*

Digitized by Google

REPORT OF
EDUCATIONAL RESEARCH COMMITTEE

October 29, 1957

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

At the meeting of the Educational Research Committee held at the APH on Sunday, October 27, 1957, from 1:30 to 3:30 p.m., discussion centered around the following points:

1. *Position of Director of Educational Research at APH*— The Committee and Mr. Davis both emphasized the importance of the position, the opportunity for initiative on the part of the Director, and the lack of limit to which the department might grow. It was pointed out that the function of coordintaing research in the area of the education of the blind, such as masters' theses (also doctoral theses), should continue. It was further pointed out that the Research Committee could not give detailed direction to the work of the department, but serve as an advisory committee on broad policies only.

2. It was suggested that new members of the Research Committee would profit by receiving copies of the reports of the Director of Research of each year since the department was organized.

3. Mr. Davis presented the report by Mr. Ashcroft of last April, supplemented by additional data and information by Mr. Davis to bring it up-to-date. It was moved, seconded, and carried that this report be accepted.

4. It was moved, seconded, and carried that the Research Committee, and the Ex-officio Trustees of which that Committee is a part, go on record as commending Mr. Samuel Ashcroft for his excellent work as Director of Research, expressing sincere appreciation for the work which he has done, and extending to him congratulations and every best wish for his success in his new position.

5. It was further moved, seconded, and carried that the Com-

Digitized by Google

mittee feels that much has been accomplished and much more can be accomplished in the future.

6. In a general discussion which followed, the following areas of experimentation were suggested by members of this Committee and visiting Ex-officio Trustees:

a. Speeding up the reading of large type.

b. Exploring the handicap of the blind and partially sighted in competitive tests for Civil Service, etc.

c. Comparison of reading speed of Braille readers vs. large type readers.

Respectfully submitted,

NEAL F. QUIMBY, PH.D., *Chairman*

Digitized by Google

REPORT OF
TANGIBLE APPARATUS COMMITTEE

October 29, 1957

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

I am pleased to report on the work of the Tangible Apparatus Committee for the past year. Our Committee has continued to concern itself principally with the problem of finding a suitable solution to the evaluation of existing apparatus and aids, stimulating research and public education, and reviewing several items of equipment that will be of value to school children.

The Committee has continued three testing centers—the Kentucky School for the Blind, the Oak Hill School Division of the Connecticut Institute for the Blind, and the Washington State School for the Blind. This apparently has worked quite satisfactorily, and the schools being used as test centers will be changed from time to time.

The Committee also continues to encourage the various schools in the field to report any new aids which could be developed for the ultimate benefit of all.

The Committee reviewed a plastic pocket slate, Espinasse book slate, Panoramic as well as a Geo-Physical 12-inch globe, paper map of the United States showing state boundaries and various economic features (to be prepared in bound form), plastic replica of the moon, abacus, circular slide rule, Mitchell metal folding rulers, and vacuum-formed plastic maps both of translucent and opaque material.

The Committee approved the following items to be manufactured by the American Printing House: The paper maps of the United States, the vacuum-formed plastic maps and the Panoramic and Geo-Physical Globes.

The Committee recommended further study of the plastic

Digitized by Google

pocket slate. It was felt that the Committee reviewed many items that were more adaptable for use by adults than school children.

The Committee has been aided in this very important work by the ever-ready cooperation of the entire staff of the American Printing House, and we appreciate their ever-willing contributions and cooperation.

Respectfully submitted,

BYRON BERHOW, *Acting Chairman*

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 29, 1957

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

I am pleased to report to you at this time a summary of our last year's work, which covers my tenth year as Superintendent of the Printing House.

Production

Again, we have had a record-breaking year, not only in the amount of materials manufactured, but also in the value of books and items of tangible apparatus ordered and delivered. These increases were noted in practically every department. Predictable demands on the resources and facilities of the Printing House should increase our over-all service considerably more during the current fiscal year, particularly in the way of Braille textbooks and magazines. Specifically, I should also like to report that the decided increase in large type distribution reported for 1956 has continued to hold up during the 1957 fiscal year, and this Department is now on a reasonably sound basis financially.

New APH Catalogs

New revised catalogs of all our publications and materials were published for Large Type, Talking Books, Tangible Apparatus, Braille Music, and REAL Tapes, i.e., for everything but Braille books. The demand for all of our catalogs this past year has been enormous, and the 1956 Braille catalog will have to be published again early in 1958 to meet the requirements. This large demand for catalogs has been a great expense for the Printing House, which expense must be charged into the over-all production cost of the individual departments. It is hoped that the wide distribution of the catalogs will be reflected in corresponding increases in the value of materials supplied.

Services Under the Federal Act

The amendment to the Federal Act "To Promote the Educa-

Digitized by Google

tion of the Blind" passed by Congress in the summer of 1956 has made a very great impact on the work of the institution. Although no materials were distributed under the amended legislation prior to the beginning of the current 1957-58 fiscal year, it was necessary to spend many months in preparation for the first appropriation under the new provisions of the Act. In particular, I should point out that, not only was it necessary to acquaint the departments of education of the various states with the provisions of the new legislation and the services possible, but also to set up orderly procedures for the registration of blind children in the public schools and the handling of orders through the state educational departments. Unfortunately, the Congress was delayed in passing the annual appropriation for the 1957-58 fiscal year, and it was not until the middle of August that it was possible for the Printing House to make the allocations and begin to deliver orders. This has meant, of course, considerable delay in deliveries of needed books and materials to the new recipients of services under the Federal Act. I believe, however, in another year, that the individual state departments of education will have become sufficiently familiar with the provisions of the Federal Act and will themselves be able to set up the procedures and arrangements necessary for the efficient use of the services the Printing House can now offer them.

One of the biggest problems in putting the new legislation into effect has been the increase in total enrollment of blind pupils. Prior to the passage of the amending legislation, it had been impossible to estimate the expected increase in quota registration. Based on the best information then possible, the increase in enrollments had been forecast in the neighborhood of 1,300 pupils; the increase of actual registration, however, proved to be nearer 3,000 children. Because the appropriation request to Congress for the 1958 fiscal year had to be submitted many months in advance of the enrollment period, the total of $338,000.00 appropriated for the current year therefore provided a per capita allocation of only $30.00, rather than the $35.00 which had been hoped for. In view of the fact that even the present reported enrollments seem to be incomplete in some states, a request for the full allotment of $410,000.00 for next year will still be insufficient to provide the $35.00 per capita rate, so that it will be necessary in the very near future to go to Congress once again for an increase in the ceiling of authorization.

Digitized by Google

At this time, I think I should also call the Board's attention to the fact that, at the time of the passage of the amended Federal Legislation in August of 1956, the Secretary of the Department of Health, Education, and Welfare was directed to make a study of the methods of quota allocation, there being a feeling in some quarters that the present flat per capita rate does not make for an equitable distribution as between the larger schools for the blind and the smaller schools and/or public school children. Originally, it was the desire of the Federal Bureau of Education to undertake a large-scale study of the entire provisions of the Act. When funds for such a study proved insufficient, the Secretary then directed that a small task-force composed of personnel within the Department itself make a study relating specifically to the problems of distribution. The final report of this task-force to the Secretary has been received, and it indicates that no better way has as yet been determined to provide the needed educational materials for our blind children than through the per capita allocations of books and apparatus "manufactured at" the American Printing House for the Blind. The following task force recommendations were presented to the Secretary of the Department of Health, Education, and Welfare. However, it must be clearly understood that no action has been taken by the Department concerning the recommendations.

The Task-Force Recommends: —

1. Retention of the current method of appropriating Federal Funds to the American Printing House for the Blind for the production of books and materials for the education of the blind.

2. Continued use of the presently used commonly accepted definition of blindness ("Central visual acuity of 20/200 or less in the better eye with correcting glasses, or a peripheral field so contracted that the widest diameter of such field subtends an angular distance no greater than twenty degrees.")

3. Amendment of the Act to provide for a single allotment of books and materials through the American Printing House for the Blind to each state based on its proportion of the total of all eligible blind pupils. If necessary, such amendments could provide for state option to elect

Digitized by Google

a single allotment or to continue the dual allotment system.

4. Amendment of the Act to provide for advisory trustees consisting of (1) the present ex-officio members of the Board consisting of Superintendents of schools for the blind, plus (2) chief state school officers, or their designees. The advisory trustees to elect from their membership 12 ex-officio Trustees with proportionate representation from 1 and 2 above. Such representation should be on the basis of the number of blind children enrolled in each category.

5. That the Printing House exert increasing leadership in achieving regional or multi-state consensus on materials to be produced and, in the selection process, make maximum use of the various sources of expert consultation.

6. Amendment of the Act to increase the appropriation authorization to permit continuation of at least the present per capita allotment, plus reasonable provision for expected future increases in the number of eligible blind pupils.

International Conference of Educators of Blind Youth

During the first days of August of this year, it was my privilege to attend the Second International Conference on Education of Blind Youth in Oslo, Norway, as a member of the official American delegation. Numerous reports on this Conference are available elsewhere. However, I should like to emphasize here the feeling I received of the abundance of resources which are available in this country as compared to those in others, particularly with respect to the Federal aid provided through the Act "To Promote the Education of the Blind." I do not believe any other country in the world provides through Federal funds such an abundance of material, and we at the Printing House are, indeed, proud to be a part of this service.

Research

As all of you know, our Department of Educational Research is at present on an inactive status, due to the resignation of the former Director, Mr. Samuel C. Ashcroft, who left the last of

Digitized by Google

August to take a position in the Teacher Training Program at Peabody College. A number of projects which Mr. Ashcroft had under way prior to his resignation are now nearing completion under his direction, and will be published during the next few months. In the meantime, efforts are being made to locate a suitable applicant to fill the position, and it is hoped that a new Director of Educational Research will be appointed in the near future.

The special research in Braille printing and production, which has been conducted by the Printing House for the Library of Congress for the past four years, has advanced considerably during the past twelve months. The first phase of the study of dot specifications, conducted by the University of Kentucky under contract with the Printing House, has been completed, and a second contract with the University has been awarded to extend this study for the purpose of confirming the original findings. The experiments with the IBM tape-controlled embossing equipment have reached the stage where additional equipment is now needed to put the project on a production basis. As a result of a meeting in New York early this month with IBM offcials, it is hoped that IBM will not only provide the Printing House with additional needed units of equipment for production work, but also undertake the development and provision of equipment for a study of machine-translation of Braille, with a view to making it possible for a seeing typist who does not know Braille to type on a typewriter which will at the same time cut a punched tape, this punched tape in turn to be fed into an electronic computer which will produce a tape in grade two Braille. The grade two Braille tape can then be fed into our present electric stereograph machine which will automatically make metal plates for production. Such equipment would prove a real boon to our Braille Department, especially when one considers the constant present-day turnover of employees everywhere.

In addition to the previously mentioned research projects, much work has been done during the year looking to the development of making short runs of needed materials from other than the present expensive metal plates. Three different procedures are at present under development: A. The reproduction of existing Braille materials, particularly hand-transcribed sheets, using the vacuum-forming process. This method would not make the finished product on plastic, but would use the vacuum-formed

Digitized by Google

plastic sheets as masters for printing on paper multiple copies of small runs of one-side Braille. B. The production of a hand-operated plate-making device, using thin metal sheets. C. Further development of the Espinasse Embossing Machine, which uses stencils for the proper placement of pins for printing purposes.

All of these devices would seem to have possibilities, with further development. The Addressograph-Multigraph Corporation has recently announced the adaptation of the Multigraph Machine for producing Braille, and this process seems to have possibilities in meeting a real need in schools and agencies as well as for hand-transcribers in providing limited quantities of Braille.

New Items of Tangible Apparatus

Three new items of tangible apparatus have been added to our catalog during the year, namely: The Beetz Notation-graph for use of blind music teachers of sighted pupils in teaching the grand staff and also to teach the grand staff to blind pupils; a music rack for partially visioned pianists which is designed to place their ink-print music at the proper position for easy sight reading; and the Brannan cubarithm arithmetic slate, which Mr. Robert Brannan has turned over to the Printing House for manufacture and distribution. At the present time, research is nearing completion on the use of vacuum-formed masters for the production of embossed paper maps, as well as vacuum-formed plastic relief maps, for use in social studies classes. Additionally, two 12-inch relief globes now available on the commercial market are being studied, e.g., the Geo-Physical globe and one developed by Panoramic Studios, which company provided the original model for our present large thirty-inch globe. Each globe has desirable, though different features, and it is entirely possible that one or both will be made available through the Printing House during the next twelve months.

Expansion in Staff Personnel

The production of the Printing House in the past ten years has multiplied many times without provision being made for much-needed increases in staff and supervisory personnel. The time has now come when it would seem practical and profitable to make increases in our supervisory personnel, so that depart-

Digitized by Google

ment heads may be relieved of innumerable day-to-day detailed duties in order to have time to give attention to the long-range planning and execution of their departments. It is hoped that some progress can be made in this respect during the year to come.

Conclusion

In concluding this report, I should like to express to the Executive Committee, ex-officio Trustees, and the staff and employees of the Printing House my very real gratitude for their interest and constructive help at all times. I take great pride in this first ten years of my work at the American Printing House for the Blind, and look forward eagerly to the decades to come for the opportunity of greater service and achievement for our institution.

Respectfully submitted,

Finis E. Davis, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1956-1957

Braille Publications:	1954-55	1955-56	1956-57
Number of Plates Stereotyped	91,699	93,089	88,210
Number of Titles Embossed:			
Literary	195	248	239
Music	11	48	23
Magazines	603	578	648
Number of Pages Printed	39,740,436	40,057,624	43,653,440
Number of Volumes Bound:			
Sewed Binding	13,267	13,830	13,021
Limited Binding	60,922	54,635	55,676
Number of Pamphlets Published:			
Pressboard Covers	.....	200	243
Jute Covers	30,372	24,684	28,786
Paper Covers	2,100	25,965	41,889
Number of Magazines Published	478,370	491,600	568,968
Number of Music Selections Published	2,464	4,267	1,929
Number of Alphabet Cards Printed	219,600	895,764	337,340
Large Print Books:			
Number of Plates	6,833	6,363	5,030
Number of Titles Published	33	45	46
Number of Pages Printed	4,865,956	3,676,012	3,771,056
Number of Books Bound	18,835	19,422	16,234
Number of Pamphlets	3,909	7,534	4,079
Talking Books:			
Number of Masters Recorded	3,709	2,690	2,620
Number of Books Recorded	162	87	114
Number of Magazines Recorded	42	42	46
Number of Records Pressed	485,681	538,895	614,571
Number of Albums Made (Limited)	394	1,913	1,049
Number of Talking Book Containers Made:			
Black Fibre	22,389	22,098	26,090
Number of Reproducers Made	74	128	131
Real Tapes	3,704	2,577	671
Tangible Apparatus Manufactured:			
Maps (Dissected)	22	42	25
Map Easels	.....	.....	5
Slates	2,430	5,522	5,224
Styluses	5,541	7,337	16,000
Perkins Braillers	100	250	390
Braillewriter Cases	295	.....	.....

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1956-1957 (Cont'd)

Tangible Apparatus Manufactured:	1954-55	1955-56	1956-57
Spelling Frames and Words (sets)	.....	87	49
IMOUT Games	.....	.....	.....
Constructo Sets	50	51	100
Graphic Aids to Mathematics	.....	.....	100
Mitchell Forms	.....	.....	.....
Braille Clock Faces	.....	360	348
A.P.H. Cubarithm Slates	146	576	.....
Taylor Arithmetic Slates	.....	.....	424
Kine Mutiply Vizr	.....	.....	.....
Globes	34	37	15
Map Plaques	20	590	.....
Hoff Aids	73	50	8
Brown Slates	147	87	641
Beetz Notation Graphs	.....	.....	50
L. T. Writing Paper (lbs.)	.....	.....	1,676
Pencil Writing Paper (Pads)	.....	.....	450
Ringed Notebooks	.....	.....	919
Fillers for Notebooks	.....	.....	575
Piano Racks for Sightsavers	.....	.....	25

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

BALANCE SHEET

June 30, 1957

ASSETS

Current Assets:

Cash		$ 33,714.67	
Accounts receivable		158,026.72	
Inventories:			
Finished goods	$349,965.62		
Work in process	102,688.14		
Materials	94,653.32	547,307.08	
Supplies		27,314.32	
Unexpired insurance		3,909.22	
Travel advances		1,267.58	
Total Current Assets			$ 771,539.59

Fixed Assets:

	Cost	*Allowance for Depreciation*	*Book Value*	
Land	$ 11,907.03		$ 11,907.03	
Building	609,307.96	$ 93,648.05	515,659.91	
Machinery	294,809.47	199,790.38	95,019.09	
Office equipment	46,984.00	22,976.63	24,007.37	
Net Fixed Assets	$963,008.46	$316,415.06		646,593.40
Total General Fund Assets				$1,418,132.99

Special Fund Assets:

Unrestricted Gifts Fund			
Cash	$ 18,744.79		
Investments	24,550.00	$ 43,294.79	
Reader's Digest Fund for the Blind			
Cash	$ 27,913.28		
Investments	432,100.00	460,013.28	
Research Fund			
Cash		1,890.31	
Endowment Fund			
Cash	$ 13,821.27		
Investments	141,101.56	154,922.83	
Building Fund			
Cash	$ 1,724.96		
Investments	100,000.00	101,724.96	
Total Special Fund Assets			761,846.17
TOTAL ASSETS			$2,179,979.16

Digitized by Google

LIABILITIES

Current Liabilities:			
Accounts payable		$ 36,168.34	
Deposits toward cost of special projects		20,000.00	
Total Current Liabilities			$ 56,168.34
Deferred Credits to Income:			
Unexpired subscriptions			161.92
Net Worth:			
Capital investment		$821,096.66	
Reserve for contingencies		540,706.07	
Total Net Worth			1,361,802.73
Total General Fund Liabilities and Net Worth			$1,418,132.99
Special Fund Principal:			
Unrestricted Gifts Fund		$ 43,294.79	
Reader's Digest Fund for the Blind			
For publications	$125,802.72		
For extension	329,210.56		
For endowment	5,000.00		
Total		460,013.28	
Research Fund		1,890.31	
Endowment Fund		154,922.83	
Building Fund		101,724.96	
Total Special Fund Principal			761,846.17
TOTAL LIABILITIES AND NET WORTH			$2,179,979.16

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

For the Fiscal Year Ended June 30, 1957

CASH BALANCE, JULY 1, 1956		$ 92,181.07
RECEIPTS		
The Act "To Promote the Education of the Blind"	$ 240,000.00	
Products provided for other agencies	707,431.84	
Reader's Digest Fund donations	292,267.64	
Unrestricted Gifts Funds donations	31,413.97	
Endowment Fund donations	12,762.50	
Interest received	17,686.22	
Investments liquidated	40,100.00	
Sale of equipment	337.50	
Sale of scrap	410.19	
Total Receipts		1,342,409.86
		$1,434,590.93
DISBURSEMENTS		
Salaries and wages	$ 620,582.44	
Materials	307,733.34	
Manufacturing expense	39,191.89	
General factory overhead expense	36,642.95	
Shipping supplies and expense	30,583.49	
Research and experimentation	2,638.69	
Fund-raising expense (minus salaries)	47,065.66	
Retirement Fund contribution	52,830.00	
Administrative and office expense	50,913.67	
Payroll taxes	11,536.54	
Refunds to donors	130.52	
Accrued interest purchased	15.79	
Total Operating Disbursements	$1,199,864.98	
Investments	95,000.00	
Equipment purchased	45,296.42	
	$1,340,161.40	
Less cash discounts taken	3,379.75	
Total Disbursements		1,336,781.65
CASH BALANCE, JUNE 30, 1957		$ 97,809.28
CONSISTING OF:		
Cash in office	$ 250.00	
Cash in General Fund	35,354.98	
Cash in Reader's Digest Fund	27,913.28	
Cash in Building Fund	1,724.96	
Cash in Endowment Fund	13,821.27	
Cash in Unrestricted Fund	18,744.79	
		$ 97,809.28



Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND
INCORPORATED

In our opinion, the accompanying balance sheet of the American Printing House for the Blind, Incorporated, at June 30, 1957, and the summary of cash receipts and disbursements for the year then ended, present fairly the financial position of the American Printing House for the Blind, Incorporated, at June 30, 1957, and its receipts and disbursements for the year then ended.

Respectfully submitted,

Certified Public Accountants
WILLIAM COTTON COMPANY
T. H. Dowell

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1956 — June 30, 1957

To Whom Paid	For What Purpose	Amount
Payroll July 1-14, 1956	Services	$ 4,552.57
Matthiessen and Hegeler Zinc Company	Zinc Plate Blanks	1,083.14
Philip A. Hunt Company	Large Type Supplies	62.91
Payroll July 15-28, 1956	Services	4,468.75
Payroll July 1-31, 1956	Services	2,204.17
William J. McLaughlin and Company	Large Type Supplies	375.57
Southeastern Paper Company	Bindery Supplies	140.24
Cudahy Packing Company	Bindery Supplies	66.33
G B C Sales and Service, Incorporated	Bindery Supplies	550.02
Philip A. Hunt Company	Large Type Supplies	25.59
Kentucky Adhesive Company	Bindery Supplies	6.00
National Starch Products, Incorporated	Large Type Supplies	30.09
Southern Litho Plate and Supply Company	Large Type Supplies	308.80
Payroll July 29-August 11, 1956	Services	4,500.53
Arabol Manufacturing Company	Bindery Supplies	164.42
McKinley Litho Supply Company	Large Type Supplies	112.00
McKinley Litho Supply Company	Large Type Supplies	35.00
Carter Dry Goods Company	Large Type Supplies	66.00
Payroll August 12-25, 1956	Services	4,774.05
Chatfield Paper Corporation	Bindery Supplies	1,558.59
Chicago Steel and Wire Company	Bindery Supplies	42.51
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	116.00
Payroll August 1-31, 1956	Services	3,379.16
Payroll August 26-September 8, 1956	Services	4,592.06
Arabol Manufacturing Company	Bindery Supplies	163.93
Courtenay Ink Company	Inkprint Supplies	9.06
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	116.00
Matthiessen and Hegeler Zinc Company	Zinc Plate Blanks	1,087.36
Southern Litho Plate and Supply Company	Large Type Supplies	151.60
Weirton Steel Company	Plate Blanks	1,224.86
Columbia Mills, Incorporated	Bindery Supplies	3,173.83
Varn Products, Incorporated	Large Type Supplies	47.52
Payroll September 9-22, 1956	Services	4,819.55
Carter Dry Goods Company	Large Type Supplies	73.00
Columbia Mills, Incorporated	Bindery Supplies	2,001.72
Cudahy Packing Company	Bindery Supplies	94.87
B. F. Goodrich Company	Pressing Supplies	6,400.00
Howe Press of Perkins School	Tangible Apparatus	8,200.96
National Starch Products Company	Bindery Supplies	16.80
Payroll September 1-30, 1956	Services	2,264.17
Aluminum Finishing Corporation	Tangible Apparatus	13.47
Arabol Manufacturing Company	Bindery Supplies	159.57
Courtenay Ink Company	Large Type Supplies	54.35
Philip A. Hunt Company	Large Type Supplies	60.39
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	71.05
Southern Litho Plate and Supply Company	Large Type Supplies	84.00
Payroll September 23-October 6, 1956	Services	4,752.71
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	2,214.79
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	13,282.70
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	340.74
G B C Sales and Service, Incorporated	Bindery Supplies	1,095.04
William J. McLaughlin and Company	Bindery Supplies	69.82

Digitized by Google

To Whom Paid	For What Purpose	Amount
Southeastern Paper Company	Printing Supplies	148.76
Payroll October 7-20, 1956	Services	4,537.71
Payroll October 1-31, 1956	Services	2,129.16
Columbia Mills, Incorporated	Large Type Supplies	339.21
G B C Sales and Service, Incorporated	Bindery Supplies	621.63
Cudahy Packing Company	Bindery Supplies	73.99
William J. McLaughlin and Company	Large Type Supplies	19.00
Matthiessen and Hegeler Zinc Company	Zinc Plates	1,135.87
W. H. Salisbury Company	Tangible Apparatus	78.56
Southeastern Paper Company	Printing Supplies, Paper	1,697.41
Southern Litho Plate and Supply Co.	Large Type Supplies	301.20
Payroll October 21-November 3, 1956	Services	4,611.66
W. H. Salisbury Company	Tangible Apparatus	260.22
Courtenay Ink Company	Large Type Supplies	26.73
Aluminum Finishing Company	Tangible Apparatus	51.83
Harbor Plywood Corporation	Tangible Apparatus	835.59
Payroll November 4-17, 1956	Services	4,793.55
Louisville Paper and Manufacturing Co.	Bindery Supplies	904.68
Southern Litho Plate and Supply Co.	Large Type Supplies	1,372.40
Universal Radio Supply Company	REAL Tape-Blanks	691.88
G B C Sales and Service	Bindery Supplies	670.07
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	145.50
Payroll November 18-December 1, 1956	Services	4,659.71
Payroll November 1-30, 1956	Services	2,264.17
Arabol Manufacturing Company	Bindery Supplies	156.60
Kentuckiana Photo Plate & Supply Co.	Large Type Supplies	19.40
William J. McLaughlin and Company	Bindery Supplies	88.98
Matthiessen and Hegeler Zinc Company	Zinc Plate Blanks	1,137.75
Southern Litho Plate and Supply Co.	Large Type Supplies	139.20
Payroll December 2-15, 1956	Services	4,564.32
Aluminum Finishing Corporation	Tangible Apparatus	25.74
Chatfield Paper Corporation	Bindery Supplies	1,683.84
Courtenay Ink Company	Large Type Supplies	26.73
Louisville Paper and Manufacturing Co.	Bindery Supplies	245.76
William J. McLaughlin and Company	Bindery Supplies	82.03
National Starch Products Company	Large Type Supplies	30.61
Southern Litho Plate and Supply Co.	Large Type Supplies	70.00
Howe Press of Perkins School	Tangible Apparatus	4,100.00
Cudahy Packing Company	Bindery Supplies	54.75
McKinley Litho Supply Company	Large Type Supplies	160.72
Payroll December 1-31, 1956	Services	2,129.16
Payroll December 16-31, 1956	Services	4,110.97
Arabol Manufacturing Company	Bindery Supplies	157.14
The Dickson Company	Typesetting	275.00
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	3,933.02
Revere Copper and Brass Company	Tangible Apparatus	444.93
Southern Litho Plate and Supply Co.	Large Type Supplies	130.40
Payroll January 1-12, 1957	Services	4,276.34
Courtenay Ink Company	Large Type Supplies	26.73
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	144.42
William J. McLaughlin and Company	Large Type Bindery	392.15
Payroll January 13-26, 1957	Services	4,463.50
Arabol Manufacturing Company	Bindery Supplies	154.47
Philip A. Hunt Company	Large Type Supplies	25.85
Wilson Jones Company	Bindery Supplies	154.50
Southeastern Paper Company	Bindery Supplies, Paper	4,385.61
Southern Litho Plate and Supply Co.	Large Type Supplies	80.80
Payroll January 1-31, 1957	Services	2,129.16
Payroll January 27-February 9, 1957	Services	4,460.56
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	144.42
G B C Sales and Service, Incorporated	Bindery Supplies	989.85

Digitized by Google

To Whom Paid	For What Purpose	Amount
Payroll February 10-23, 1957	Services	4,475.45
Payroll February 1-28, 1957	Services	3,514.27
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	3,668.21
William J. McLaughlin and Company	Large Type Supplies	371.43
Southern Litho Plate and Supply Co.	Large Type Supplies	238.00
Payroll February 24-March 9, 1957	Services	4,548.06
Southern Litho Plate and Supply Co.	Large Type Supplies	1,372.40
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	144.42
William J. McLaughlin and Company	Large Type Bindery Sup.	1,043.97
Matthiessen and Hegeler Zinc Company	Zinc Plate Blanks	1,112.79
Payroll March 1-30, 1957	Services	2,129.16
Recto Molded Products, Incorporated	Tangible Apparatus	1,041.00
Payroll March 10-23, 1957	Services	4,424.58
Courtenay Ink Company	Large Type Supplies	26.73
G B C Sales and Service, Incorporated	Bindery Supplies	781.15
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	144.42
Kentuckiana Photo Plate and Supply Co.	Large Type Supplies	40.87
William J. McLaughlin and Company	Bindery Supplies	1,392.85
Southern Litho Plate and Supply Co.	Large Type Supplies	152.00
Payroll March 24-April 6, 1957	Services	4,360.58
Payroll April 7-20, 1957	Services	4,446.45
Payroll April 1-30, 1957	Services	3,514.17
Payroll April 21-May 4, 1957	Services	4,164.54
Carter Dry Goods Company	Large Type Supplies	172.80
G B C Sales and Service, Incorporated	Bindery Supplies	679.70
Gane Brothers and Lane, Incorporated	Bindery Supplies	905.30
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	149.77
Southeastern Paper Company	Bindery Supplies, Paper	1,445.10
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	6,070.50
William J. McLaughlin and Company	Bindery Supplies, Paper	365.83
Payroll May 5-18, 1957	Services	4,253.85
Payroll May 1-31, 1957	Services	2,129.16
Payroll May 19-June 1, 1957	Services	4,364.47
Payroll June 2-15, 1957	Services	4,350.21
Payroll June 16-29, 1957	Services	2,404.88
Payroll June 1-30, 1957	Services	2,376.67
		$240,000.00

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS for the EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1957, according to the law of Congress approved March 3, 1879; June 25 1906; August 4, 1919; December 22, 1927; August 23, 1937; and May 22, 1952, entitled "An Act to Promote the Education of the Blind":

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
Alabama Institute for the Deaf and Blind Talladega, Alabama	175	$ 5,257.23
Allentown City School District Classes for the Blind Allentown, Pennsylvania	7	210.29
Anaheim City School District Classes for the Blind Anaheim, California	12	360.50
Arizona State School for the Deaf and Blind Tucson, Arizona	58	1,742.40
Arkansas Enterprises for the Blind Rehabilitation Center Little Rock, Arkansas	28	841.16
Arkansas School for the Blind Little Rock, Arkansas	144	4,325.95
Atlanta Public Schools Department for the Blind Atlanta, Georgia	44	1,321.82
Battle Creek Public Schools Classes for the Blind Battle Creek, Michigan	11	330.45
Berkeley Public Schools Classes for the Blind Berkeley, California	7	210.29
Boston Public Schools Classes for the Blind Boston, Massachusetts	8	240.33
Broward Public Schools Classes for the Visually Handicapped Naval Air Station Fort Lauderdale, Florida	6	180.25
Buffalo Board of Education Classes for the Blind Buffalo, New York	35	1,051.45
California School for the Blind Berkeley, California	159	4,776.57

Digitized by Google

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
Campbell Union Elementary School District		
Class for the Blind		
Campbell, California	**13**	**390.54**
Campbell Union High School		
Class for the Blind		
Campbell, California	**7**	**210.29**
Castro Valley School District		
Classes for the Blind		
Castro Valley, California	**7**	**210.29**
Chicago Public Schools		
Department for the Blind		
Chicago, Illinois	**192**	**5,767.93**
Cincinnati Public Schools		
Classes for the Blind and Sight-Saving		
Cincinnati, Ohio	**40**	**1,201.65**
Cleveland Public Schools		
Department for the Blind and Sight-Saving		
Cleveland, Ohio	**74**	**2,223.06**
Colorado School for the Deaf and Blind		
Colorado Springs, Colorado	**48**	**1,441.98**
Community Consolidated School District No. 65		
Classes for the Blind		
Evanston, Illinois	**7**	**210.29**
Community Consolidated School District No. 21		
Classes for the Blind		
Wheeling, Illinois	**8**	**240.33**
Dade County Board of Public Instruction		
Classes for the Blind		
Miami, Florida	**49**	**1,472.02**
Dallas Independent School District		
Department for the Visually Handicapped		
Dallas, Texas	**14**	**420.58**
Dayton Public Schools		
Classes for the Blind		
Dayton, Ohio	19	570.78
Dearborn Public Schools		
Department for the Blind		
Dearborn, Michigan	19	570.78
Delaware Commission for the Blind		
Department of Education		
Wilmington, Delaware	25	751.03
Denver Public Schools		
Department for the Blind		
Denver, Colorado	15	450.62
Detroit Public Schools		
Braille and Sight-Saving Department		
Detroit, Michigan	134	4,025.54
Diamond Head School		
Department for the Blind		
Honolulu, Hawaii	13	390.54
District of Columbia Public Schools		
Department for the Blind		
Washington, D. C.	35	1,051.45

Digitized by Google

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
Duluth Board of Education **Braille and Sight-Saving Classes** **Duluth, Minnesota**	18	540.74
Duval County Board of Public Instruction **Classes for the Blind** **Jacksonville, Florida**	5	150.21
Elizabeth Public Schools **Department for the Blind** **Elizabeth, New Jersey**	13	390.54
Enid State School **Classes for the Blind** **Enid, Oklahoma**	3	90.12
Walter E. Fernald State School **Greene Blind Unit** **Waverley, Massachusetts**	71	2,132.93
Florida School for the Deaf and Blind **St. Augustine, Florida**	129	3,875.33
Fort Worth Public Schools **Braille and Sight-Saving Classes** **Fort Worth, Texas**	9	270.37
Fresno City Schools **Classes for the Blind** **Fresno, California**	10	300.41
Georgia Academy for the Blind **Macon, Georgia**	195	5,858.06
Grand Rapids Public Schools **Braille and Sight-Saving Department** **Grand Rapids, Michigan**	24	720.99
Green Bay Public Schools **Braille and Sight-Saving Department** **Green Bay, Wisconsin**	7	210.29
Hackensack Public Schools **Class for the Blind** **Hackensack, New Jersey**	8	240.33
Hawthorne School District **Classes for the Blind** **Hawthorne, California**	7	210.29
Houston Independent School District **Classes for the Blind** **Houston, Texas**	7	210.29
Idaho State School for the Deaf and Blind **Gooding, Idaho**	37	1,111.53
Illinois Braille and Sight-Saving School **Jacksonville, Illinois**	175	5,257.23
Illinois State Normal University **Classes for the Blind** **Normal, Illinois**	6	180.25
Indiana School for the Blind **Indianapolis, Indiana**	137	4,115.66
Instituto Loaiza Cordero de Ninos Ciegos **Santurce, Puerto Rico**	82	2,463.39

Digitized by Google

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
Iowa Braille and Sight-Saving School Vinton, Iowa	117	3,514.83
Iowa School for the Deaf Department for the Deaf-Blind Council Bluffs, Iowa	16	480.66
Jackson Public Schools Braille and Sight-Saving Department Jackson, Michigan	2	60.08
Jersey City Public Schools Classes for the Blind Jersey City, New Jersey	4	120.17
Kalamazoo Public Schools Classes for the Blind Kalamazoo, Michigan	2	60.08
Kanawha County Schools Classes for the Blind Charleston, West Virginia	9	270.37
Kansas School for the Blind Kansas City, Kansas	81	2,433.35
Kansas City Public Schools Classes for the Blind Kansas City, Missouri	5	150.21
Kentucky School for the Blind Louisville, Kentucky	131	3,935.41
Lavelle School for the Blind New York, New York	102	3,064.21
Long Beach Public Schools Department for the Blind Long Beach, California	18	540.74
Los Angeles Public Schools Department for Blind and Sight-Saving Los Angeles, California	194	5,828.01
Louisiana State School for the Blind Baton Rouge, Louisiana	72	2,162.97
Louisiana State School for Blind Negroes Baton Rouge, Louisiana	56	1,682.31
Madison Public Schools Classes for the Blind Madison, Wisconsin	4	120.17
Malden Public Schools Classes for the Blind Malden, Massachusetts	6	180.25
Manhattan Beach City School District Classes for the Blind Manhattan Beach, California	10	300.41
Mansfield State Training School and Hospital Classes for the Blind Mansfield Depot, Connecticut	8	240.33
Maryland School for the Blind Overlea, Maryland	155	4,656.40

Digitized by Google

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
Marysville Public Schools Class for the Blind Marysville, Michigan	1	30.04
Michigan School for the Blind Lansing, Michigan	215	6,458.88
Michigan Employment Institution for the Blind Training Department Saginaw, Michigan	4	120.17
Milwaukee Public Schools Department for the Blind Milwaukee, Wisconsin	71	2,132.93
Minneapolis Public Schools Department of Sight Conservation and Braille Minneapolis, Minnesota	55	1,652.27
Minnesota Braille and Sight-Saving School Faribault, Minnesota	93	2,793.84
Mississippi School for the Blind Jackson, Mississippi	128	3,845.29
Missouri School for the Blind St. Louis, Missouri	137	4,115.66
Montana School for the Deaf and Blind Great Falls, Montana	32	961.32
Montclair Public Schools Classes for the Blind Montclair, New Jersey	10	300.41
Nebraska School for the Blind Nebraska City, Nebraska	48	1,441.98
Newark Public Schools Braille and Sight-Conservation Classes Newark, New Jersey	40	1,201.65
New Jersey Commission for the Blind Educational Services Newark, New Jersey	172	5,167.10
New Mexico School for the Visually Handicapped Alamogordo, New Mexico	83	2,493.43
New Orleans Public Schools Classes for the Blind New Orleans, Louisiana	7	210.29
New York City Public Schools Bureau for Education of Visually Handicapped Brooklyn, New York	133	3,995.49
New York Institute for the Education of the Blind New York, New York	178	5,347.35
New York State School for the Blind Batavia, New York	184	5,527.60
North Carolina School for the Blind and Deaf Raleigh, North Carolina	332	9,973.71
North Carolina State Commission for the Blind Rehabilitation Center Raleigh, North Carolina	39	1,171.61

Digitized by Google

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
North Dakota School for the Blind Bathgate, North Dakota	26	781.07
Oak Hill School Hartford, Connecticut	118	3,544.87
Ohio State School for the Blind Worthington, Ohio	212	6,368.76
Oklahoma School for the Blind Muskogee, Oklahoma	82	2,463.39
Oklahoma Consolidated Negro Institution Department for the Blind Taft, Oklahoma	2	60.08
Oregon State School for the Blind Salem, Oregon	74	2,223.06
Overbrook School for the Blind Philadelphia, Pennsylvania	280	8,411.57
Palm Beach County Board of Public Instruction Classes for the Blind West Palm Beach, Florida	4	120.17
Pasadena City Schools Classes for the Blind Pasadena, California	4	120.17
Paterson Public Schools Department for the Blind Paterson, New Jersey	9	270.37
Perkins School for the Blind Watertown, Massachusetts	242	7,270.00
Portland Public Schools Visually Handicapped Program Portland, Oregon	28	841.16
Redwood City Elementary School District Classes for the Blind Redwood City, California	8	240.33
River Rouge Board of Education Services for Blind Children River Rouge, Michigan	4	120.17
Royer-Greaves School for the Blind Paoli, Pennsylvania	66	1,982.73
Sacramento City Unified School District Classes for the Blind Sacramento, California	10	300.41
Saginaw Board of Education Classes for the Blind Saginaw, Michigan	7	210.29
St. Cloud Public Schools Class for the Blind St. Cloud, Minnesota	3	90.12

Digitized by Google

	January 1936 No. of Pupils	Amount of Quota for the Year Ending June 30, 1937
St. Paul Public Schools Department for the Blind St. Paul, Minnesota	19	570.78
San Antonio Independent School District Department for the Blind San Antonio, Texas	6	180.25
San Diego City Schools Classes for the Blind and Sight-Saving San Diego, California	40	1,201.65
San Francisco Unified School District Classes for the Blind San Francisco, California	21	630.87
San Leandro Unified School District Class for the Blind San Leandro, California	7	210.29
Santa Ana Public Schools Classes for the Blind Santa Ana, California	5	150.21
Santa Monica Unified School District Class for the Blind Santa Monica, California	2	60.08
Seattle Public Schools Classes for the Blind Seattle, Washington	15	450.62
South Carolina School for the Deaf and Blind Spartansburg, South Carolina	103	3,094.23
South Dakota School for the Blind Gary, South Dakota	42	1,261.73
Stockton Unified School District Classes for the Blind Stockton, California	11	330.45
Syracuse Public Schools Classes for the Blind Syracuse, New York	21	630.87
Tacoma Public Schools Department for the Blind Tacoma, Washington	22	660.91
Temple City Unified School District Classes for the Blind Temple City, California	35	1,051.45
Tennessee School for the Blind Donelson, Tennessee	172	5,167.10
Texas School for the Blind Austin, Texas	195	5,858.05
Texas Blind, Deaf and Orphan School Austin, Texas	60	1,802.48

Digitized by Google

	January 1956 No. of Pupils	Amount of Quota for the Year Ending June 30, 1957
Toledo Public Schools Class for the Blind Toledo, Ohio	9	270.37
Utah School for the Deaf and Blind Ogden, Utah	46	1,381.90
Virginia School for the Deaf and Blind Staunton, Virginia	149	4,476.15
Virginia State School Hampton, Virginia	53	1,592.19
Washington State School for the Blind Vancouver, Washington	90	2,703.72
Western Pennsylvania School for Blind Children Pittsburgh, Pennsylvania	157	4,716.49
West Virginia Schools for Deaf and Blind Romney, West Virginia	100	3,004.13
Wisconsin School for Visually Handicapped Janesville, Wisconsin	105	3,154.34
Youngstown Public Schools Department for the Blind Youngstown, Ohio	15	450.62
Per Capita $30.041307	7,989	$240,000.00

Digitized by Google

Digitized by Google

Digitized by Google

NINETIETH REPORT

THE UNIVERSITY OF MICHIGAN
JAN 9 1959
LIBRARY

American Printing House for the Blind

INCORPORATED

LOUISVILLE, KENTUCKY

For the Year Ending

June 30, 1958

Digitized by Google

Digitized by Google

Digitized by Google



Digitized by Google

NINETIETH REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1958

Digitized by Google

OFFICERS FOR 1957-1958

●

President

WILLIAM C. DABNEY

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

DR. A. G. KLOSS (Exp. 1959), *Chairman*

DR. F. M. ANDREWS (Exp. 1960)
DR. E. J. WATERHOUSE (Exp. 1962)
EGBERT N. PEELER (Exp. 1961)
J. M. WOOLLY (Exp. 1958)

Educational Research Committee

DR. NEAL F. QUIMBY (Exp. 1958), *Chairman*

W. CRABIN GILL (Exp. 1961)
D. W. OLSON, JR. (Exp. 1962)
W. A. HACK (Exp. 1960)
DR. H. F. SCHUNHOFF (Exp. 1959)

Tangible Apparatus Committee

FRANK JOHNS, JR. (Exp. 1959), *Chairman*

BYRON BERHOW (Exp. 1962)
ROY M. STELLE (Exp. 1961)
V. R. CARTER (Exp. 1958)
JOHN M. WALLACE (Exp. 1960)

Trustees

CHARLES W. ALLEN, JR.
WILLIAM C. DABNEY
J. MCFERRAN BARR
MARK F. ETHRIDGE
CHARLES R. BOTTORFF
JOHN B. MCFERRAN, JR.
GEORGE W. NORTON, JR.

And, ex-officio, every Executive Head of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., October 28, 1958, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. William C. Dabney, President; Louisville, Kentucky.

Mr. Charles W. Allen, Jr., Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Dr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. Byron L. Berhow, Superintendent, Washington State School for the Blind, Vancouver, Washington.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. John W. Eakes, Superintendent, Mississippi School for the Blind, Jackson, Mississippi.

Mr. Mark F. Ethridge, Louisville, Kentucky.

Mr. Leo J. Flood, Superintendent, Illinois Braille and Sight-Saving School, Jacksonville, Illinois.

Mr. W. Crabin Gill, Superintendent-Principal, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mr. W. A. Hack, Superintendent, South Dakota School for the Blind, Gary, South Dakota.

Mr. George Heltzell, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. L. P. Howser, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. Frank Johns, Jr., Superintendent, Oak Hill School, Hartford, Connecticut.

Dr. Alton G. Kloss, Superintendent, Western Pennsylvania School for Blind Children, Pittsburgh, Pennsylvania.

Mr. Raymond E. Long, Superintendent, Wisconsin School for the Visually Handicapped, Janesville, Wisconsin.

Digitized by Google

Mr. J. C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. John B. McFerran, Jr., Louisville, Kentucky.

Mr. D. W. Olson, Jr., Superintendent, Kansas School for the Blind, Kansas City, Kansas.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight Saving School, Vinton, Iowa.

Mr. Eber L. Palmer, Superintendent, New York State School for the Blind, Batavia, New York.

Mr. Egbert N. Peeler, Superintendent, North Carolina School for the Blind and Deaf, Raleigh, North Carolina.

Dr. Hugo F. Schunhoff, Superintendent, West Virginia Schools for the Deaf and the Blind, Romney, West Virginia.

Mr. Roy M. Stelle, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Dr. Robert H. Thompson, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. John M. Wallace, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Dr. Edward J. Waterhouse, Director, Perkins School for the Blind, Watertown, Massachusetts.

Dr. Everett Wilcox, Superintendent, Oregon State School for the Blind, Salem, Oregon.

Mr. E. J. Wood, Superintendent, Tennessee School for the Blind, Nashville, Tennessee.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

The following principals of schools were guests at the meeting:

Mr. William H. English, Principal, Virginia School for the Deaf and Blind, Staunton, Virginia.

Mr. Lee Iverson, Principal, Florida School for the Deaf and Blind, St. Augustine, Florida.

Mr. Joseph J. Kerr, Assistant Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Digitized by Google

Mr. B. Q. Scruggs, Principal, Alabama School for the Deaf and Blind, Talladega, Alabama.

Mr. William C. Dabney, President of the Board of Trustees, opened the meeting by extending a very cordial welcome to the Ex-officio Trustees and expressing great pleasure, on behalf of the local Trustees, the staff, and employees, in having them present to share the spirit of our Centennial Celebration with us the day before, at the American Printing House for the Blind.

The Reports of the Executive Committees, Publications Committee, Educational Research Committee, Tangible Apparatus Committee, and the Superintendent were read and, upon motions, duly seconded and passed, were approved and ordered published in this Annual Report as listed on page 7, 10, 13, 15, and 17, respectively.

Mr. John M. Wallace, Chairman of the Nominating Committee, placed in nomination the following Trustees, who were duly seconded and elected:

PUBLICATIONS COMMITTEE:

Dr. Alton G. Kloss, Chairman
Mr. Eber L. Palmer—for 5 years (Exp. 1963)

EDUCATIONAL RESEARCH COMMITTEE:

Mr. W. Crabin Gill, Chairman
Dr. Everett E. Wilcox—for 5 years (Exp. 1963)

TANGIBLE APPARATUS COMMITTEE:

Mr. Frank Johns, Jr., Chairman
Mr. W. E. Allen—for five years (Exp. 1963)

The following officers, also presented by the Nominating Committee, were unanimously reelected for one year:

Mr. William C. Dabney, President
Mr. Robert Lambert, Vice-President
Mr. Finis E. Davis, Secretary
First National Bank of Louisville, Treasurer

Digitized by Google

There being no further business, the meeting adjourned.

Respectfully submitted,

FINIS E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 28, 1958

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

Each year, as your President, it is my responsibility and pleasure to report to you the activities of your Executive Committee, which Committee also acts in the capacity of your financial board of directors. Our task during the interim between Board Meetings is to direct the administrative and fiscal affairs of the Printing House in such a manner as to provide the most adequate, yet economically sound, procedures and facilities that will meet the professional purposes of our institution. To this end, each member of your Executive Committee offers the best that he has in the way of experience, background, and business knowledge, so that your Executive Committee may effectively put into action the administrative procedures necessary for the Printing House to provide its services to blind children and adults.

During the past year, your Executive Committee has been concerned largely with efforts to provide additional and improved building space and equipment. As you may have observed, the old original east wing has been razed, and a new basement-and-two-story building is in the process of erection. As originally planned, this building would have comprised only a basement and first floor, although the footings were designed to make possible the addition of more floors as needed. However, a recent survey of needed storage space convinced your Executive Committee of the immediate need for a second floor. The new building, when finished, will comprise 5,940 square feet of floor space, and will be used primarily for the storage of finished stock on the basement and second floors, and the provision of a centralized location for the cafeteria and lunchroom on the main floor, easily accessible to all employees from various parts of the plant. The area vacated by the present lunchroom will be added to the printing and binding departments, which space is greatly needed for production at the present time.

Digitized by Google

A new one-story building has been erected between the west wing and the manufacturing annex. Comprising 2,320 square feet of floor space, this building will house the raw vinyl plastics and materials, as well as the processed biscuits, used for pressing Talking Book records. Adequate space for receiving the large bulk of raw materials needed for the millroom, and storage for the finished biscuits, has been a pressing need for many years, and care has been taken to see that the new building provides for a direct flow of materials into production, without hindrance to other operations of the plant.

As planned for a number of years, the main floor of the west wing has been completely renovated, in order to provide efficient and pleasant working space for the fund-raising and magazine circulation departments. In addition, modern IBM office equipment has been installed, on the usual rental basis, in order to reduce labor costs and increase efficiency through mechanization. As soon as the fund-raising and magazine circulation procedures have been adapted to the use of the new equipment, its use will be expanded to the cost-accounting and general office operations.

The total cost of the new buildings and renovations will be approximately $150,000.

Donations to The Reader's Digest Fund of approximately $342,000 ran about the same as last year. Donations to the Endowment Fund of the Printing House, in response to the Anniversary Gift Appeal, plus bequests in the form of cash and stocks and bonds, amounted to approximately $39,000. As of June 30, 1958, the total accumulated value of the Endowment Fund was approximately $185,000.

It is with great pride that your Executive Committee announces a new project at the Printing House — the weekly publication of a Talking Book edition of *Newsweek Magazine*. Under a cooperative arrangement with *Newsweek*, it is planned to begin publication the first week of January, 1959. Cost of publication will be $3.50 per week; 5 weeks for $17.50; 10 weeks for $35.00; one-fourth year — 13 weeks — for $45.50; one-half year — 26 weeks — for $91.00; and a full year's issues for $182.00. To provide the necessary funds, The Newsweek's Talking Magazine Fund for the Blind is being established on a similar basis to The Reader's Digest Fund for the Blind, and do-

Digitized by Google

nations from the public will be solicited. A full-page announcement of the new publication will appear in the November 10th issue of the ink-print edition of *Newsweek*. It is our hope that our first venture into a weekly Talking Book edition of a nationally advertised ink-print magazine will prove of deep interest and benefit to blind readers, and that we shall be successful in financing the publication.

In closing, I should like to say that I deem it a great personal honor to have been your President during the Centennial Year of the American Printing House for the Blind. The founders of our institution were all men of ability and foresight, and your Executive Committee, as their present successors in office, take pride in carrying on the responsibilities they assumed on behalf of the blind people the Printing House serves, both in the United States and abroad. We are proud of our heritage of office, and I think were particularly so at the Centennial Luncheon yesterday, which was attended not only by so many of our Ex-officio Trustees and professional cohorts in work for the blind, including representatives of the Department of Health, Education, and Welfare and our long-time staunch friend The Reader's Digest Association, but also 16 employees of the Printing House whose years of service run from 20 to 50 years. It was a very great pleasure to me to honor these devoted employees with their Service Pins. I should also like to say to the Ex-officio Trustees, and to Mr. Davis, our most able Superintendent, that I look forward to as successful one hundred years ahead for the Printing House as the first, because of your constructive help and interest. We will not be here to see the Second Centennial, but the Printing House will, I am sure, have continued to expand and grow to meet the calls for its services, as it has done during its first One Hundred Years.

Respectfully submitted,

WILLIAM C. DABNEY, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

October 28, 1958

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The Publications Committee met once during the 1957-58 year, on Saturday, October 25, 1958, for the purpose of reviewing the past year's operations and for the purpose of considering the selection of materials to be embossed and printed in large type during 1958-59.

Although most of the meeting was devoted to approving Braille and large type materials for publication by September, 1959, other important matters related to the publication activities of the Printing House were discussed and upon the basis of these discussions the Committee wishes to make the following recommendations:

That the Library of Congress be advised that while the Publications Committee approves the policy of producing a certain amount of juvenile Talking Books, particularly above primary age, the Committee feels that emphasis should be placed upon providing fiction and library books in Braille in order to encourage the development of good reading skills, one of the most important basic elements in a young blind child's education.

That effective January 1, 1959, all literary Braille material be embossed according to English Braille; American Revision — 1959, and all music Braille material be embossed according to the new International Revised Music Code, as both codes were adopted during the summer of 1958 by identical action of the AAIB and AAWB.

The Committee recommends further that the Printing House publish the following:

Braille and ink-print editions of English Braille; American Revision — 1959.

Digitized by Google

Braille edition (with new plates) of the new INTERNATIONAL REVISED MUSIC CODE.

(Since the ink-print edition of this title has been published by the World Council for the Welfare of the Blind, it is recognized that it will be impossible to have a Printing House edition available on quota accounts. However, it is recommended that the Printing House purchase a stock of the ink-print edition for distribution upon the basis of cash payment.)

Braille and ink-print editions of the TRANSCRIBER'S MANUAL (for music) by H. V. Spanner.

Braille and ink-print editions of THE PRIMER OF BRAILLE MUSIC and THE BRAILLE MUSIC CHART, as recently revised by the Sub-Committee on Music of the American Joint Uniform Braille Committee, in accordance with the new INTERNATIONAL REVISED MUSIC CODE.

Last year the following statement appeared in the Committee's Report: "Because of increased enrollments of blind children in all types of programs throughout the country, and because of the demand for so many different texts and other materials to meet the needs of blind children enrolled in the public schools, the Committee feels that, if it is to meet its responsibilities, present procedures in selecting textbooks should be modified, and that serious consideration should be given by the Printing House to the employment of a full-time textbook specialist."

Based upon another year of experience the Committee reaffirms this statement and strongly recommends to the Superintendent and to the Executive Committee of the Printing House that such a full-time specialist be employed to collect information and make recommendations for the benefit of the Committee. In employing such a person it is to be fully understood that final selections of materials for publication will be made by the Committee itself.

Finally the Committee recommends that its members be prepared to meet more than once a year as the Printing House staff feels the need.

In closing this report the Committee wishes to record a special vote of thanks to Miss Marjorie S. Hooper, Braille and

Digitized by Google

Large-Type Editor, and to Mrs. Betty Wommack, Assistant Braille Editor, for their invaluable contributions which have greatly facilitated the work of the Committee.

Respectfully submitted,

ALTON G. KLOSS, ED.D., *Chairman*

Digitized by Google

REPORT OF THE EDUCATIONAL RESEARCH COMMITTEE

October 28, 1958

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

The Educational Research Committee met at the American Printing House for the Blind Sunday, October 26, 1958 from 1:30 to 4:30 P.M.

Present for the meeting were the following committee members: W. A. Hack, D. W. Olson, Hugo Schunhoff, and W. C. Gill, who served as chairman in the absence of Neal Quimby. Others attending included W. E. Allen, F. E. Davis, Leo Flood, Carson Nolan, Director, and Roy M. Stelle.

Dr. Nolan read the Annual Report of Educational Research under his direction covering the period from January to October, 1958. The report was followed by some stimulating and searching questions and discussions.

Highlights of the report are summarized below:

The Function or Role of the Department

The role of the department was defined to be the description and prediction of the behavior of the blind child in the educational setting through use of scientific methods and techniques. Initial research activity should be concentrated on a rather narrow, well-defined subject area in order to accumulate enough information on a specific problem to be of practical use.

Activities During the Past Year

1. A start in the compilation of a complete bibliography of research in which each work will be individually summarized. This information, when completed, will be available to all interested persons.
2. Adaptation of the remainder of the current series of Stanford Achievement Tests, so that all five forms will be available in Braille and large type.

Digitized by Google

3. Analysis of the results of the first large type adaptation of these tests.

4. Initiation of a project to evaluate the usefulness of the Arithmetic Computation sub-test of these same batteries.

5. Completion of the Braille spacing studies carried out by the University of Kentucky. The principal result of these studies was that the distance between Braille cells can be reduced at least 20/1000 of an inch without affecting reading speed, (8% less volume for books.)

6. Planning of studies, the purpose of which is to increase the legibility of type and pictures in our large type books.

7. Planning two research projects to study (a) some of the psychological aspects of reading readiness, and (b) some of the psychological aspects of skilled Braille reading.

ACTIONS PASSED UPON BY THE RESEARCH COMMITTEE

1. The committee endorses the idea of concentrating research in a small area in order to accumulate enough information on a problem for practical use.

2. The committee expressed appreciation to Dr. Nolan for his leadership and initiative during the year.

3. The committee warmly endorsed Dr. Nolan's expression of appreciation for the optimum environment created for him by the understanding and cooperation of Mr. Davis.

Respectfully submitted,

W. CRABIN GILL, *Acting Chairman*

Digitized by Google

REPORT OF
TANGIBLE APPARATUS COMMITTEE

October 28, 1958

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

I am pleased to report on the work of the Tangible Apparatus Committee for the past year. Our Committee has concerned itself principally with evaluating a limited number of apparatus and aids. Also, equipment currently being produced and developed was reviewed.

Braillewriters

The Lavender writer, presently in a state of development, is expected to be ready for testing sometime late this year. The writer should meet a real need for a light-weight, efficient machine, and it is expected to be available at a low cost.

The demand for the Perkins Brailler has exceeded the supply. Production is currently being increased by the Howe Press, and deliveries will improve in the near future.

The production of New Hall Braillewriters is proceeding at a rapid rate, and orders for these machines can be filled within one to two months.

The over-all picture as to delivery and choice of Braillewriters is improving rapidly. The final development of the Lavender writer is eagerly anticipated.

Evaluation

The Committee reviewed vacuum-formed maps (currently in production of the United States), a Braille eraser, a paper-aligning device for a standard typewriter, suggestions as to rearrangement of the Braille on the cubes of the Brannan slate, redesigning of a slate and stylus so as to include holes so they could be tied together, and requests to produce more models.

It was felt that the vacuum-formed maps are meeting a real

Digitized by Google

need, and the American Printing House was asked to develop a series of these desk-size maps. The Braille eraser was also approved for production, and a suggestion to develop a signature guide was authorized. Other suggestions and requests were not approved, with the exception of a collapsible Braille scale which will be given further study.

Summary

The work and development of equipment and aids is slow, but real progress is evident during the past year, particularly in the improvement and manufacture of Braillewriters, maps, and the development of a plastic process for reproducing limited quantities of Braille.

Conclusion

The Committee is pleased to have the opportunity to say a very sincere "Thank you" to the Board, Superintendent, and staff of the American Printing House for the Blind for their excellent cooperation and support during the past year. We take particular pleasure in expressing our appreciation to them at this time, as the American Printing House has an enviable record of 100 years of service and progress in the research and development of tangible apparatus and other educational aids for blind children.

Respectfully submitted,

Frank Johns, Jr., *Chairman*

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 28, 1958

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

In presenting my report of our work for the past year, may I join Mr. Dabney in stating that I, too, feel that it has been a very real privilege to be your Superintendent during the 100th Anniversary Year of the American Printing House for the Blind.

Legislation

As all of you know, Public Law No. 922, which became effective August 2, 1956, as an amendment to the original Act of 1879 "To Promote the Education of the Blind," not only increased the authorized ceiling of the appropriation for school materials to $410,000 per year, but also, and more important, made provision for the extension of the benefits of the appropriation to every blind child throughout the United States, the territories and possessions, wherever that child might be educated as a part of our public school system. This means that school books and special educational aids must now be provided, not only for the children enrolled in the residential schools for the blind and the organized classes for the blind in public schools, but also for the individual blind children who are integrated into their regular local public schools, with or without the aid of itinerant teacher or other special services.

The impact of this change can readily be seen when I report that, as of January, 1956, only 7,989 children were registered through the schools and organized classes for the blind, for benefits under the Act, while, as of January of this year, 12,024 were so registered. Breaking down the registration figures for January, 1958, which are the basis for the per capita allocations for the 1959 fiscal year, 6,436 pupils were reported by the residential schools, 189 from adult rehabilitation centers for the blind, and 6,399 from the state departments of education, which are the agencies now administering the funds pro-

Digitized by Google

vided for blind pupils being educated in both organized classes for the blind and in the integrated programs in public schools. Breaking these figures down by school grades, showing the users of Braille as opposed to large type materials, we note the following:

DISTRIBUTION OF JANUARY 6, 1958 QUOTA REGISTRATIONS BY SCHOOL GRADES, AND BRAILLE AND LARGE TYPE READERS

Grades	Braille	Large Type	Both	Totals	Grand Totals
Kindergarten:					
Schools for Blind	635	39	4	678	
St. Depts. Educ.	354	81	14	449	1,127
Grade I					
Schools for Blind	692	101	27	820	
St. Depts. Educ.	428	422	37	887	1,707
Grade II					
Schools for Blind	467	100	17	584	
St. Depts. Educ.	255	322	26	603	1,187
Grade III					
Schools for Blind	399	106	30	535	
St. Depts. Educ.	174	393	15	582	1,117
Grade IV					
Schools for Blind	327	88	29	444	
St. Depts. Educ.	143	374	18	535	979
Grade V					
Schools for Blind	358	121	31	510	
St. Depts. Educ.	158	364	23	545	1,055
Grade VI					
Schools for Blind	355	85	25	465	
St. Depts. Educ.	94	298	16	408	873
Grade VII					
Schools for Blind	337	80	27	444	
St. Depts. Educ.	74	243	16	333	777
Grade VIII					
Schools for Blind	277	75	21	373	
St. Depts. Educ.	82	204	15	301	674
Grade IX					
Schools for Blind	259	70	18	347	
St. Depts. Educ.	45	154	19	218	565
Grade X					
Schools for Blind	220	58	27	305	
St. Depts. Educ.	60	122	4	186	491
Grade XI					
Schools for Blind	183	47	20	250	
St. Depts. Educ.	40	65	5	110	360
Grade XII					
Schools for Blind	167	41	20	228	
St. Dept. Educ.	39	53	7	99	327
Grade XIII					
Schools for Blind	5	1	—	6	
St. Depts. Educ.	—	—	—	—	6
Post Graduate					
Schools for Blind	2	1	1	4	
St. Depts. Educ.	—	—	—	—	4

Digitized by Google

Ungraded					
Schools for Blind	282	76	28	386	
St. Depts. Educ.	50	85	8	143	529
Deaf-Blind					
Schools for Blind	37	16	4	57	
St. Depts. Educ.	—	—	—	—	57
Adult Training Centers					
Schools for Blind	133	36	20	189	
St. Depts. Educ.	—	—	—	—	189
Totals:					
Schools for Blind	5,135	1,141	349	6,625	
St. Depts. Educ.	1,996	3,180	223	5,399	
GRAND TOTALS	7,131	4,321	572		12,024

The impact of the above change in emphasis of registrations, to an approximately 55-45 ratio of children in residential schools vs. children in public schools, also the realignment of Braille users vs. large type readers, will be far-reaching, if the Printing House is to be expected to give equal service to all blind children, no matter what their educational situations may be. Perhaps the most important, and costly, change will be the necessity of providing an extremely large variety of textbooks in each subject to meet the demand of the blind child in a public school for the same textbook in Braille or large type as is used by his seeing classmates. Carrying this premise even further, if the blind child in the public school situation is to have the same textbooks as his seeing classmates, he will not want these texts specially edited for use by the blind before printing, as is often most helpful in the residential school situation. This does not mean that specially edited materials for the blind will be discontinued by the Printing House; rather, some way must be found for us to provide, at a reasonable cost of manufacture, materials to meet both educational situations.

Another impact from the opening up of registrations to all blind children is the enormous increase itself. A jump from approximately 8,000 to over 12,000 pupils in two years, with an additional increase expected next year, has cut the per capita rate to about $33 per pupil at the present $410,000 limit of authorization as appropriated for the 1959 fiscal year, and that in the face of rising production costs, plus the need to provide a wider variety of materials which, by reducing the total sales of any particular book or item, inevitably increases unit costs. Cooperative study is under way between the Department of HEW and the American Printing House, looking to further Congressional amendment of the basic Act, not only to increase

Digitized by Google

the ceiling of authorization, but also to augment the effectiveness of the administration of the Act itself, one important point in this connection being representation on the ex-officio Board of Trustees of the Printing House for the state departments of education which administer the funds for the public schools in their states. Hopefully, this legislation will be put into effect by 1960.

Production and Delivery of Orders

To date, we have had only a little over one year's experience in dealing with the administration of the Act under the new provisions. Already, however, we have become acutely aware that our previous knowledge of what we must do in the way of production and delivery to meet the needs for school materials is insufficient. Additionally, we know that the state departments of education are just now beginning to get themselves organized in order to take full advantage of the benefits of the appropriation, so that even this first year's experience is really not of much help in planning our work. To be exact, we have literally been swamped with orders for immediate shipment of materials during the past two months, with no advance notice that such would be the case, so that it has been impossible to manufacture sufficient stock in advance to meet the unexpected influx of orders. To this has been added an unprecedented increase in orders from all other sources than those charged to Federal quota accounts. The result, of course, is delay in getting materials to the schools and classes when needed. Hopefully, in another year public school systems which are served through the state departments of education can begin to plan for their needs in early spring before school opening in the fall, and thus help to expedite deliveries as needed. To illustrate this problem, I should like to call your attention to the fact that we have shipped nearly $26,000 more materials during the past three months, mostly to the schools and classes, than in any previous first quarter, we are also two to three weeks behind in the handling of current orders, even though we have added considerably to our office, shipping, and production personnel. Each mail seems to bring in more orders in a single day now than we used to receive in a week! Every effort is being expended to fill new orders, as well as to complete delivery of back orders received earlier, just as soon as possible, and it is expected that, with the exception of new books now being produced, all Braille

Digitized by Google

orders should be completed within a month to six weeks — at least, so far as orders now in hand are concerned.

In noting the apparent delay in production, particularly of new Braille and large type books, I should like to observe that the titles scheduled for publishing during the past year have all been considerably more difficult to emboss in Braille or prepare for large type publication than usual. This is not because the Publications Committee has deliberately chosen more difficult books, but rather because modern formats and contents of textbooks have changed, and the changes require more exact reproduction on our part to make the texts meaningful to the children who will use them. Our editorial staffs have put a great deal of thought and care into the pre-editing of our texts for production in both Braille and large type, and we hope you will like the results.

New Plastic Braille-Plate Process

Late this spring, the Board of Trustees and staff of the American Printing House for the Blind, Louisville, Kentucky, announced the development of a new process of Braille printing which will make possible the reproduction of small editions of Braille books from plastic Braille plates vacuum-formed from paper hand-transcribed manuscripts. Since that time, procedures have been set up at the Printing House to facilitate the production of books by this process.

Technically, the new process utilizes the vacuum-forming of plastics, which, of course, is not new to Braille. However, instead of making the plastic sheet the end product for reading (which has many drawbacks, such as difficulty of binding the sheets, and unpleasantness to the finger), double plastic printing plates are made, similar to the metal plates used for printing books, and these master plates are then used to print small runs of a desired title. The purpose of this process is to take advantage of the work of the volunteer transcribers who make the original single, hand-transcribed paper copies. The embossed paper sheets Brailled by the transcribers are used as the masters for making plastic printing plates, duplicate plastic molds being taken of each sheet which are then fastened in registery with each other to form the male and female printing dies, or plates, to be used just like ordinary Braille plates for

Digitized by Google

printing on paper. From there on, standard procedures for the binding of Braille books are employed.

As can be seen from the above simplified description, the effective use of the new process will require the cooperative efforts of the volunteer hand-transcribers, the schools for the blind, public schools enrolling blind children, and the Printing House. As planned, the project will work in this manner:

1. The Printing House will undertake to set up two master catalogs:

Master Catalog of Hand-transcribed Textbooks for Grades I-XII in the United States:

This catalog will be similar to the catalog of hand-transcribed books carried on by the Library of Congress, but will be limited to textbooks for the twelve elementary and secondary school grades. The public school classes and others now using the services of hand-transcribers, as well as the hand-transcribers themselves, will be asked to register with the Printing House all of the transcribed texts embossed on a volunteer basis. This information will be compiled into a master card catalog, constantly being added to at all times. It will then be possible for anyone in need of a particular textbook not in the regular APH Braille catalog to write to the Printing House to see if the book has been transcribed somewhere, and to then ascertain if the book is available for loan, on a sort of inter-library loan basis, for such time as needed by the student requesting the title.

Master Catalog of Plastic Plates Vacuum-formed at APH:

This catalog will consist only of the titles for which plastic vacuum-formed plates are made at the APH, being similar in purpose to the regular Printing House catalog of Braille books printed from metal plates made by its stereograph department. It, too, will constantly be added to as plastic plates are made of new titles, on the basis of orders received by the Printing House. The procedure in this instance will be as follows: Anyone in need of a particular textbook not in the regular APH Braille catalog should consult the APH catalog of vacuum-formed plates. If the desired book is listed, a direct order for the number of copies needed should be sent to the Printing House through the usual channels. If the book is not listed, the Printing House will consult the Master Catalog of Hand-transcribed



Digitized by Google

Textbooks to see if the title has been transcribed somewhere. If so, the Printing House can then ask to borrow the copy for a limited period of time, say a week, make the plastic plates, and return the original hand-transcribed paper copy to the loaner. From the plastic plates made of any title, as many copies as are immediately necessary can be printed and bound, up to a total of 20 to 30 copies. If only one or two copies are needed on the first request, the Printing House will undertake to store the plastic plates against the need for future reprints, just as it now does with the metal plates it produces regularly in its stereograph department.

2. Because the original embossing will be done on a volunteer basis, the cost of the plastic plates will be confined merely to the cost of making the vacuum-formed sheets, etc., which is estimated at between 30 and 40 cents, as opposed to $1.50 and above for regular metal printing plates. Printing and binding costs will, however, be a good deal higher than regular Printing House catalog items because of the small editions of one or two copies, as opposed to the larger editions of 150 to 200 or more copies of regular printings. Research into ways of reducing the printing and binding costs of small editions is under way.

3. Because the actual manufacture of the books produced, as well as the plates, will be done by the Printing House, the cost of the books so produced will be chargeable to quota accounts.

4. The use of the new process at present will be confined to the manufacture of textbooks (for the school grades only), for which there is insufficient demand to make practical their production according to usual methods.

The advantages of the new process are manifold:

a. The result of the laborious work of each transcriber who produces a single copy of a textbook can be multiplied many times, to the advantage of many children, without having to have the same book retranscribed by hand over and over again.

b. Each child in a public school class with sighted children can hope to have the same title in Braille which is used by his seeing classmates, even though the book in question may not be widely enough adopted throughout the country to make it feasible for press-printing.

Digitized by Google

c. A complete catalog of all textbooks available, either hand-transcribed or press-printed, will be available for consultation at a central source at all times.

d. Books for which a single hand-transcribed copy is available can be reproduced in a short time.

e. Advantage can be taken of the Federal funds for providing textbooks so that the hand-transcribers can be released from the onus of reembossing books by hand, and thereby can work towards the expansion of the catalog of books available.

In connection with the new process, the following should be specifically noted:

1. At the present time, only materials which have been hand-transcribed on a Braillewriter can be used, since the dots made on a slate do not reproduce well.

2. It is much preferable that the original paper sheets from which the plastic Braille plates are formed be brand new and never yet used by a student or reader, so that the Braille dots on these hand-transcribed sheets are in the best possible condition. (Since there is an inevitable loss in dot height in the plastic-plate process (not to the original hand-transcribed paper copy, but in the plastic plates themselves).

3. Since the original embossed paper copy is in one-side Braille, the copies from the plastic plates made from this copy will also be in one-side Braille.

4. The process is not designed to meet the problem of short runs of original materials in a school plant or library, since the printing and bindery machinery employed are standard, expensive equipment, and because the molding and registry of the plastic plates for printing will require considerable technical skill.

In order to make this new project a success for everyone, it will be necessary that all volunteer hand-transcribers and transcribing agencies, public schools, schools for the blind, and state departments of education cooperate with the Printing House in promptly registering all of their hand-transcribed texts, to the end that the Central Master Catalog can be kept up to date for reference by everyone at all times. In return, the

Digitized by Google

iting House pledges itself to provide the necessary personnel facilities to give prompt, efficient reference service at all es.

Educational Research

On January 1, 1958, Dr. Carson Y. Nolan was appointed rector of the Printing House Educational Research Department. Dr. Nolan has spent the past nine months orienting himself in the literature on the education of the blind, compiling a seful background bibliography and annotating the important orks available, and has also made several visits to schools for ne blind and departments of special education in the various tates. I believe that present plans call for the early undertaking of research in the field of Braille reading, with special eference to the perceptual aspects which involve tactual, kinesthetic, and verbal relationships, as opposed to previous studies at the Printing House and elsewhere of motor habits and the mechanics of Braille itself.

Conclusion

Looking back over the eleven years I have been Superintendent of the American Printing House for the Blind, the passage of time seems incredibly short commensurate with the expansion and growth of our institution which has been necessary to meeting the rapidly and constantly increasing demands for its services. I do not expect to be a Methuselah and be able to see our Duo-Centennial, but I look forward to continuing progress and growth of our institution, through the devoted aid of our Trustees and loyal staff and employees, to the end that we may always render the best possible service to blind people.

Respectfully submitted,

F. E. Davis, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1956-1958

[illegible]	1955-56	1956-57	1957
[illegible]	93,089	88,720	[illegible]
[illegible]	248	239	[illegible]
[illegible]	48	23	
[illegible]	578	648	[illegible]
[illegible]	40,857,624	43,653,440	45,[illegible]
[illegible]	13,830	13,027	[illegible]
[illegible]	54,635	55,676	[illegible]
[illegible]	280	293	[illegible]
[illegible]	24,684	28,706	[illegible]
[illegible]	25,965	41,889	[illegible]
[illegible]	491,600	568,968	[illegible]
[illegible]	4,267	1,929	[illegible]
[illegible]	895,764	337,340	[illegible]

Large Print Books:

Number of Pictures	6,363		
Number of Titles Published	45	5,030	5,667
Number of Pages Printed	3,676,012	46	38
Number of Books Bound	19,422	3,771,056	4,036,628
Number of Pamphlets	7,534	16,234	13,840
		4,079	10,529

Talking Books:

Number of Masters Recorded	2,690		
Number of Books Recorded	87	2,620	3,007
Number of Magazines Recorded	42	114	164
Number of Records Pressed	538,895	46	49
Number of Albums Made (Limited)	1,913	614,571	616,939
Number of Talking Book Containers Made:		1,049	617
Black Fibre	22,098		
Number of Reproducers Made	128	26,090	27,259
		131	138

Reel Tapes	2,577	671	1,547
Tangible Apparatus Manufactured:			
Maps (Dissected)	42		
Map Easels		25	
Slates	5,522	5	31
Styluses	7,337	5,224	
Perkins Braillers	250	16,000	5,559
		390	3,900
			179

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1956-1958 (Cont'd)

Apparatus Manufactured:	1955-56	1956-57	1957-58
ıg Frames and Words (sets)	87	49	324
ſT Games	.....	.....	.....
ructo Sets	51	100	.....
hic Aids to Mathematics	.....	100	100
hell Forms	.....	.....	108
lle Clock Faces	360	348	.....
.H. Cubarithm Slates	576	.....	1,130
.H. Braille Cubes (sets)	.....	.....	1,410
ınnan Cube Slates	.....	.....	213
annan Braille Cubes (sets)	.....	.....	210
ylor Arithmetic Slates	.....	424	375
ıne Mutiply Vizr	.....	.....	150
lobes	37	15	36
lap Plaques	590	.....	.....
loff Aids	50	8	57
3rown Slates	87	641	440
Beetz Notation Graphs	.....	50	49
Piano Racks for Sightsavers	.....	25	40
L. T. Writing Paper (lbs.)	.....	1,676	2,696
Pencil Writing Paper (Pads)	.....	450	787
Ringed Notebooks	.....	919	876
Fillers for Notebooks	.....	575	878
Transcribing Paper (rms.)	.....	.....	1,162

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND, INC.

BALANCE SHEET

June 30, 1958

ASSETS

GENERAL FUND

Current Assets

Cash		$ 85,174.16
Accounts receivable		164,544.10
Inventories		
Finished goods	$362,967.50	
Work in process	125,928.77	
Materials	101,183.39	590,079.66
Supplies		18,923.70
Unexpired insurance		3,192.63
Investments		25,000.00
Total Current Assets		$ 886,914

Fixed Assets.

	Cost	Accumulated Depreciation	Book Value
Land	$ 11,907.03		$ 11,907.03
Buildings	609,307.96	$107,026.45	502,281.51
Machinery	310,416.08	212,051.74	98,364.74
Office equipment	51,847.68	27,491.12	24,356.56
	$983,479.15	$346,569.31	
Net Fixed Assets			636,909.84
Total General Fund Assets			$1,523,824.0

Special Fund Assets:

Unrestricted Gifts Fund		
Cash	$ 10,153.24	
Investments	74,550.00	$ 84,703.24
Reader's Digest Fund for the Blind		
Cash	$ 32,367.69	
Investments	482,100.00	514,467.69
Endowment Fund		
Cash	$ 17,503.21	
Investments	179,944.44	197,447.65
Building Fund		
Cash	$ 373.50	
Investments	50,000.00	
Construction in process	51,351.46	101,724.96
Total Special Fund Assets		898,343.54
TOTAL ASSETS		$2,422,168.03

Digitized by Google

, AND NET WORTH
'UND

abilities:

ts payable			$ 84,780.22
th:			
ıl investment		$821,096.66	
ve for contingencies		617,947.61	
·tal Net Worth			1,439,044.27
otal General Fund Liabilities nd Net Worth			$1,523,824.49
ial Fund Principals:			
nrestricted Gifts Fund		$ 84,703.24	
.eader's Digest Fund for the Blind			
For publications	$ 92,638.63		
For extensions	416,829.06		
For endowment	5,000.00		
Total		514,467.69	
Endowment Fund		197,447.65	
Building Fund		101,724.96	
Total Special Fund Principals			898,343.54
TOTAL LIABILITIES AND NET WORTH			$2,422,168.03

In our opinion, the accompanying balance sheet of the American Printing House for the Blind, Inc. and the statement of cash receipts and disbursements present fairly the financial position of the American Printing House for the Blind, Inc. at June 30, 1958, and the receipts and disbursements for the year then ended.

Respectfully submitted,
WILLIAM COTTOM COMPANY
Certified Public Accountants
T. H. Dowell

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

For the Fiscal Year Ended June 30, 1958

CASH BALANCE, JULY 1, 1957		$ 97,809.28
RECEIPTS		
The act "To Promote the Education of the Blind"	$ 338,000.00	
Products provided for other agencies	706,858.99	
Reader's Digest Fund donations	286,344.13	
Unrestricted Gift Fund donations	42,651.41	
Endowment Fund donations	22,712.37	
Interest received	21,497.57	
Investments liquidated	132,413.95	
Sale of equipment	195.00	
Sale of scrap	1,765.12	
Total Receipts		1,552,438.54
AVAILABLE CASH		$1,650,247.82
DISBURSEMENTS		
Salaries and wages	$ 624,885.04	
Materials	314,329.62	
Manufacturing expense	35,146.47	
General factory overhead expense	39,112.75	
Shipping supplies and expense	28,840.73	
Research and experimental	5,204.70	
Fund raising expense		
Salaries $40,905.65		
Materials, supplies and postage 48,045.73	88,951.38	
Administrative and office expense	43,538.95	
Payroll taxes	13,958.07	
Refund to donors	93.85	
Accrued interest purchased	1,421.23	
I.B.M. installation	4,880.29	
Total Operating Disbursements	$1,200,363.08	
Investments	231,644.13	
Equipment purchased	24,792.39	
Building construction	51,351.46	
	$1,508,151.06	
Less cash discounts taken	(3,475.04)	
Total Disbursements		1,504,676.02
CASH BALANCE, JUNE 30, 1958		$ 145,571.80
CONSISTING OF:		
Cash in office	$ 250.00	
Cash in General Fund	84,924.16	
Cash in Reader's Digest Fund	32,367.69	
Cash in Building Fund	373.50	
Cash in Endowment Fund	17,503.21	
Cash in Unrestricted Gifts Fund	10,153.24	
		$ 145,571.80

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1957 - June 30, 1958

To Whom Paid	For What Purpose	Amount
yroll July 29-August 10, 1957	Services	$ 8,359.62
yroll August 11-24, 1957	Services	9,859.46
altham Screw Company	Tangible Apparatus	174.70
kelite Company	Pressing Supplies	6,400.00
uthern Litho Plate and Supply Company	Large Type Supplies	140.00
uisville Paper and Manufacturing Co.	Bindery Supplies	8,945.07
lied Recording Products	Talking Book Supplies	581.75
outhern Litho Plate and Supply Company	Large Type Supplies	1,505.00
evere Copper and Brass, Incorporated	Tangible Apparatus	836.86
evere Copper and Brass, Incorporated	Tangible Apparatus	786.54
eneral Box Company	Shipping Supplies	744.93
V. D. Gatchel and Sons, Incorporated	Large Type Supplies	91.92
udahy Packing Company	Bindery Supplies	51.24
wald Distributing Company	REAL-Type Blanks	657.62
Matthiessen and Hegeler Zinc Company	Zinc Plates	1,032.26
National Starch Products Company	Bindery Supplies	27.90
Payroll August 1-31, 1951	Services	3,504.17
Chatfield Paper Corporation	Bindery Supplies	5,354.53
Howe Press of Perkins School	Tangible Apparatus	6,560.00
U. S. Reproductions Supplies Company	Large Type Supplies	89.55
Waltham Screw Company	Tangible Apparatus	68.83
Payroll August 26-September 7, 1957	Services	7,427.40
Aluminum Finishing Corporation	Tangible Apparatus	32.42
Arabol Manufacturing Company	Bindery Supplies	155.20
Harbor Plywood Corporation	Tangible Apparatus	731.14
Payroll September 8-21, 1957	Services	7,537.53
Louisville Paper and Manufacturing Co.	Bindery Supplies	2,038.25
Columbia Mills, Incorporated	Bindery Supplies	3,269.99
Payroll September 1-30, 1957	Services	1,716.67
Payroll September 23-October 5, 1957	Services	7,659.87
Payroll October 7-19, 1957	Services	7,603.92
G B C Sales and Service, Incorporated	Bindery Supplies	2,606.20
Southern Litho Plate and Supply Company	Large Type Supplies	348.80
Tension Envelope Corporation	Shipping Supplies	379.99
Louisville Paper and Manufacturing Co.	Bindery Supplies	8,874.29
Arabol Manufacturing Company	Bindery Supplies	310.64
Gane Brother and Lane, Incorporated	Bindery Supplies	764.10
William J. McLaughlin and Company	Bindery Supplies	64.58
Revere Copper and Brass, Incorporated	Tangible Apparatus	445.46
Payroll October 1-31, 1957	Services	2,254.17
Cudahy Packing Company	Bindery Supplies	72.36
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	150.16
McKinley Litho Supply Company	Large Type Supplies	147.00
William J. McLaughlin and Company	Bindery Supplies	26.70
Payroll October 21-November 2, 1957	Services	7,411.34
Arabol Manufacturing Company	Bindery Supplies	319.13
Blatz Paint Company	Tangible Apparatus	204.48
Davidson Sales and Service	Large Type Supplies	35.88
Kentuckiana Photo Plate and Supply Co.	Large Type Supplies	38.81
Payroll November 4-16, 1957	Services	7,349.79
Payroll November 1-30, 1957	Services	1,716.67
Payroll November 18-30, 1957	Services	7,304.74

Digitized by Google

To Whom Paid	For What Purpose	Amount
Brown Wood Products	Tangible Apparatus	1,422.53
Recto-Molded Products Company	Tangible Apparatus	1,315.00
Universal Radio Supply Company	REAL-Tape Blanks	800.05
Southern Litho Plate and Supply Company	Large Type Supplies	160.00
Kentuckiana Photo Plate and Supply Co.	Large Type Supplies	79.67
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	184.42
G B C Sales and Service, Incorporated	Large Type Supplies	2,606.20
Louisville Paper and Manufacturing Co.	Bindery Supplies	3,664.42
Payroll December 1-14, 1957	Services	7,447.93
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	314.61
Griffin, Campbell, Hales and Walsh Co.	Tangible Apparatus	24.66
William J. McLaughlin and Company	Large Type Supplies	1,060.81
Payroll December 16-31, 1957	Services	8,661.45
Payroll December 1-31, 1957	Services	2,254.17
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	150.74
Ren Plastics, Incorporated	Tangible Apparatus	233.28
Rowland Paper Company	Bindery Supplies	2,033.70
Payroll January 1-11, 1958	Services	6,045.83
Payroll January 13-25, 1958	Services	7,528.50
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	126.72
General Industries, Incorporated	Talking Book Reproducers	1,840.21
Carter Dry Goods Company	Large Type Supplies	169.34
International Spring Company	Tangible Apparatus	158.65
Southeastern Paper Company	Bindery Supplies	4,414.91
Carter Dry Goods Company	Large Type Supplies	66.00
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	150.74
Oxford Electric Corporation	Talking Book Reproducers	653.40
Southern Litho Plate and Supply Co.	Large Type Plates	1,372.40
Payroll January 1-31, 1958	Services	2,104.17
Chicago Name Plate Company	Tangible Apparatus	54.12
Arrow, Hart and Hegeman Electric Co.	Talking Book Reproducers	211.68
Custom Case Company	Talking Book Reproducers	1,973.82
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	272.08
Kentuckiana Photo Plate and Supply Co.	Large Type Supplies	43.66
Mathiessen and Hegeler Zinc Company	Zinc Plates	2,271.00
Southern Litho Plate and Supply Co.	Large Type Supplies	224.80
Payroll January 27-February 8, 1958	Services	7,398.20
Astron Corporation	Talking Book Reproducers	327.31
Chicago Standard Transformer Corporation	Talking Book Reproducers	639.89
Ewald Distributing Company	REAL-Tape Blanks	310.46
Payroll February 10-22, 1958	Services	7,516.85
Payroll February 1-28, 1958	Services	3,908.34
Payroll February 24-March 8, 1958	Services	7,370.34
Payroll March 10-22, 1958	Services	7,512.26
Columbia Mills, Incorporated	Bindery Supplies	339.88
G B C Sales and Service, Incorporated	Large Type Supplies	98.00
William J. McLaughlin and Company	Bindery Supplies	91.87
Southern Litho Plate and Supply Co.	Large Type Supplies	1,372.40
Production Aid, Incorporated	Tangible Apparatus	212.00
George Whitesides Company	Tangible Apparatus	442.35
Louisville Paper and Manufacturing Co.	Bindery Supplies	2,016.53
Payroll March 1-31, 1958	Services	2,253.45
Payroll March 24-April 5, 1958	Services	7,544.60
Columbia Mills, Incorporated	Bindery Supplies	1,027.62
Ewald Distributing Company	REAL-Tape Blanks	671.04
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	150.74
Louisville Paper and Manufacturing Co.	Bindery Supplies	4,390.02
William J. McLaughlin and Company	Bindery Supplies	638.31
Payroll April 7-19, 1958	Services	7,515.64
Watkins Manufacturing Company	Tangible Apparatus	1,220.77
Watkins Manufacturing Company	Tangible Apparatus	195.74

Digitized by Google

To Whom Paid	For What Purpose	Amount
Payroll April 1-30, 1958	Services	2,837.84
Southern Litho Plate and Supply Co.	Large Type Supplies	153.20
William J. McLaughlin and Company	Bindery Supplies	543.13
Tension Envelope Corporation	Shipping Supplies	504.86
Payroll April 21-May 1, 1958	Services	7,478.90
American Brass and Aluminum Works Co.	Tangible Apparatus	660.30
Arabol Manufacturing Company	Bindery Supplies	226.25
Carter Dry Goods Company	Large Type Supplies	169.34
Chatfield Paper Corporation	Bindery Supplies	927.56
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	258.91
Watkins Manufacturing Company	Tangible Apparatus	86.22
Payroll May 5-17, 1958	Services	7,532.67
G B C Sales and Service, Incorporated	Bindery Supplies	1,979.70
Payroll May 19-31, 1958	Services	7,410.59
Payroll May 1-31, 1958	Services	2,562.50
Chatfield Paper Corporation	Bindery Supplies	4,504.43
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	272.09
Palmer Asbestos and Rubber Company	Tangible Apparatus	121.38
Southern Litho Plate and Supply Co.	Large Type Supplies	88.00
Wood Luggage Manufacturing Company	Tangible Apparatus	535.00
Aluminum Finishing Corporation	Tangible Apparatus	114.00
Production Aid, Incorporated	Tangible Apparatus	53.75
Perma-Flex Mold Company	Tangible Apparatus	21.23
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	150.74
Payroll June 2-14, 1958	Services	7,324.25
Columbia Mills, Incorporated	Bindery Supplies	990.32
Courtenay Ink Company	Large Type Supplies	9.06
Cudahy Packing Company	Bindery Supplies	63.28
Wilson-Jones Company	Bindery Supplies	294.00
Southern Litho Plate and Supply Co.	Large Type Supplies	150.40
Aluminum Finishing Corporation	Tangible Apparatus	36.63
Arabol Manufacturing Company	Bindery Supplies	319.37
Davidson Sales and Service	Large Type Supplies	98.00
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	276.07
Howe Press of Perkins School	Braillewriters	8,200.00
Matthiessen and Hegeler Zinc Company	Zinc Plates	2,279.24
Payroll June 16-30, 1958	Services	14,169.87
Payroll June 1-30, 1958	Services	2,567.01
		$338.000.00

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS for the EDUCATION OF THE BLIND IN THE UNITED STATES

The number of pupils, and the amount of quota of each for the year ending June 30, 1957, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; August 23, 1937; May 22, 1952; and August 2, 1956, entitled "An Act to Promote the Education of the Blind":

	January 1957 No. of Pupils	Amount of Quota for the Year Ending June 30, 1958
Alabama Institute for the Deaf and Blind Talladega, Alabama	181	$ 5,470.63
Arizona State School for the Deaf and Blind Tucson, Arizona	60	1,813.47
Arkansas Enterprises for the Blind Little Rock, Arkansas	22	664.94
Arkansas School for the Blind Little Rock, Arkansas	158	4,775.46
California School for the Blind Berkeley, California	155	4,684.79
California State Department of Education Sacramento, California	615	18,588.04
Colorado School for the Deaf and Blind Colorado Springs, Colorado	56	1,692.57
Colorado State Department of Education Denver, Colorado	43	1,299.65
Oak Hill School Hartford, Connecticut	129	3,898.95
Mansfield State Training School and Hospital Mansfield Depot, Connecticut	11	332.47
Connecticut State Department of Education Hartford, Connecticut	98	2,962.00
Delaware Commission for the Blind Wilmington, Delaware	8	241.80
Delaware State Department of Public Instruction Dover, Delaware	28	846.29
Florida School for the Deaf and Blind St. Augustine, Florida	169	5,107.93
Florida State Department of Education Tallahassee, Florida	191	5,772.87
Georgia Academy for the Blind Macon, Georgia	200	6,044.89
Georgia State Department of Education Atlanta, Georgia	89	2,689.98
Idaho State School for the Deaf and Blind Gooding, Idaho	31	936.96

Digitized by Google

	January 1957 No. of Pupils	Amount of Quota for the Year Ending June 30, 1958
Idaho State Department of Education % Idaho State School for the Deaf and Blind Gooding, Idaho	1	30.22
Illinois Braille and Sight Saving School Jacksonville, Illinois	192	5,803.09
Illinois State Department of Public Instruction Springfield, Illinois	331	10,004.29
Indiana School for the Blind Indianapolis, Indiana	137	4,140.75
Indiana State Department of Public Instruction Indianapolis, Indiana	91	2,750.43
Iowa Braille and Sight Saving School Vinton, Iowa	123	3,717.61
Iowa School for the Deaf, Dept. for Deaf-Blind Council Bluffs, Iowa	15	453.37
Kansas School for the Blind Kansas City, Kansas	84	2,538.85
Kansas State Department of Public Instruction Topeka, Kansas	52	1,571.67
Kentucky School for the Blind Louisville, Kentucky	124	3,747.83
Kentucky State Department of Education Frankfort, Kentucky	46	1,390.32
Louisiana State School for the Blind Baton Rouge, Louisiana	74	2,236.61
Louisiana State School for Blind Negroes Baton Rouge, Louisiana	51	1,541.45
Louisiana State Department of Education Baton Rouge, Louisiana	50	1,511.22
Maine State Department of Education Augusta, Maine	22	664.94
Maryland School for the Blind Overlea, Maryland	171	5,168.38
Maryland State Department of Education Baltimore, Maryland	54	1,632.12
Perkins School for the Blind Watertown, Massachusetts	242	7,314.32
Walter E. Fernald State School Waverly, Massachusetts	67	2,025.04
Massachusetts State Department of Education Boston, Massachusetts	280	8,462.84
Michigan School for the Blind Lansing, Michigan	227	6,860.95
Michigan Employment Institution for the Blind Saginaw, Michigan	4	120.90
Michigan State Department of Public Instruction Lansing, Michigan	227	6,860.95
Minnesota Braille and Sight Saving School Faribault, Minnesota	93	2,810.87

Digitized by Google

	January 1957 No. of Pupils	Amount of Quota for the Year Ending June 30, 1958
Minnesota State Department of Education St. Paul, Minnesota	175	5,289.28
Mississippi School for the Blind Jackson, Mississippi	130	3,929.18
Mississippi State Department of Education Jackson, Mississippi	5	151.12
Missouri School for the Blind St. Louis, Missouri	177	5,349.73
Missouri State Department of Education % Missouri State School for the Blind St. Louis, Missouri	35	1,057.86
Montana School for the Deaf and Blind Great Falls, Montana	35	1,057.86
Montana State Department of Public Instruction Helena, Montana	40	1,208.98
Nebraska School for the Blind Nebraska City, Nebraska	59	1,783.24
Nebraska State Department of Education % Nebraska School for the Blind Nebraska City, Nebraska	24	725.39
Nevada State Department of Education Carson City, Nevada	1	30.22
New Hampshire State Department of Education Concord, New Hampshire	45	1,360.10
New Jersey Commission for the Blind Newark, New Jersey	249	7,525.89
New Jersey State Department of Education Trenton, New Jersey	90	2,720.20
New Mexico School for the Visually Handicapped Alamogordo, New Mexico	85	2,569.08
New Mexico State Department of Education % New Mexico School for the Visually Handicapped Alamogordo, New Mexico	29	876.51
New York Institute for the Education of the Blind New York, New York	186	5,621.75
New York State School for the Blind Batavia, New York	183	5,531.07
Lavelle School for the Blind New York, New York	97	2,931.77
New York State Department of Education Albany, New York	668	20,189.93
North Carolina School for the Blind and Deaf Raleigh, North Carolina	337	10,185.64
North Carolina State Commission for the Blind Raleigh, North Carolina	43	1,299.65
North Carolina State Department of Education % North Carolina School for the Blind Raleigh, North Carolina	10	302.24

Digitized by Google

	January 1957 No. of Pupils	Amount of Quota for the Year Ending June 30, 1958
North Dakota School for the Blind Bathgate, North Dakota	30	906.73
Ohio State School for the Blind Worthington, Ohio	198	5,984.44
Ohio State Department of Education Columbus, Ohio	457	13,812.57
Oklahoma School for the Blind Muskogee, Oklahoma	70	2,115.71
Enid State School Enid, Oklahoma	3	90.67
Oklahoma Department of Public Instruction Oklahoma City, Oklahoma	6	181.35
Oregon State School for the Blind Salem, Oregon	69	2,085.49
Oregon State Department of Education Salem, Oregon	81	2,448.18
Overbrook School for the Blind Philadelphia, Pennsylvania	272	8,221.05
Western Pennsylvania School for Blind Children Pittsburgh, Pennsylvania	162	4,896.36
Royer-Greaves School for the Blind Paoli, Pennsylvania	64	1,934.36
Pennsylvania State Department of Public Instruction Harrisburg, Pensylvania	240	7,253.87
Rhode Island State Department of Education Providence, Rhode Island	2	60.45
South Carolina School for the Deaf and Blind Spartanburg, South Carolina	114	3,445.59
South Carolina State Department of Education Columbia, South Carolina	12	362.69
South Dakota State Department of Public Instruction Pierre, South Dakota	4	120.90
South Dakota School for the Blind Gary, South Dakota	37	1,118.30
Tennessee School for the Blind Nashville, Tennessee	175	5,289.28
Tennessee State Department of Education Nashville, Tennessee	74	2,236.61
Texas School for the Blind Austin, Texas	190	5,742.64
Texas Blind, Deaf and Orphan School Austin, Texas	56	1,692.57
Moody State School for Cerebral Palsied Children Class for the Blind Galveston, Texas	2	60.45
Texas Education Agency Austin, Texas	123	3,717.61
Utah School for the Deaf and the Blind Ogden, Utah	43	1,299.65

Digitized by Google

	January 1957 No. of Pupils	Amount of Quota for the Year Ending June 30, 1958
Vermont State Department of Education Montpelier, Vermont	25	755.61
Virginia School for the Deaf and the Blind Staunton, Virginia	161	4,866.14
Virginia State School Hampton, Virginia	55	1,662.34
Virginia State Board of Education Richmond, Virginia	77	2,327.28
Washington State School for the Blind Vancouver, Washington	91	2,750.42
Washington State Department of Public Instruction Olympia, Washington	41	1,239.20
West Virginia Schools for the Deaf and the Blind Romney, West Virginia	103	3,113.12
West Virginia State Department of Education Charleston, West Virginia	23	695.16
Wisconsin School for the Visually Handicapped Janesville, Wisconsin	109	3,294.46
Wisconsin State Department of Public Instruction Madison, Wisconsin	106	3,203.79
Wyoming State Department of Education Cheyenne, Wyoming	11	332.47
District of Columbia Public Schools Department for the Blind Washington, D. C.	44	1,329.88
Diamond Head School, Classes for the Blind Honolulu, Hawaii	11	332.47
Hawaii Department of Public Instruction Honolulu, Hawaii	48	1,450.77
Instituto Loaiza Cordero De Ninos Ciegos Santurce, Puerto Rico	79	2,387.73
Virgin Islands Department of Education St. Thomas, Virgin Islands	10	302.24
	11,183	$338,000.00

Per Capita $30.224448

Digitized by Google

Digitized by Google

Digitized by Google

HV
1667
.A51
A2
1958/59

NINETY-FIRST REPORT

American Printing House for the Blind

INCORPORATED

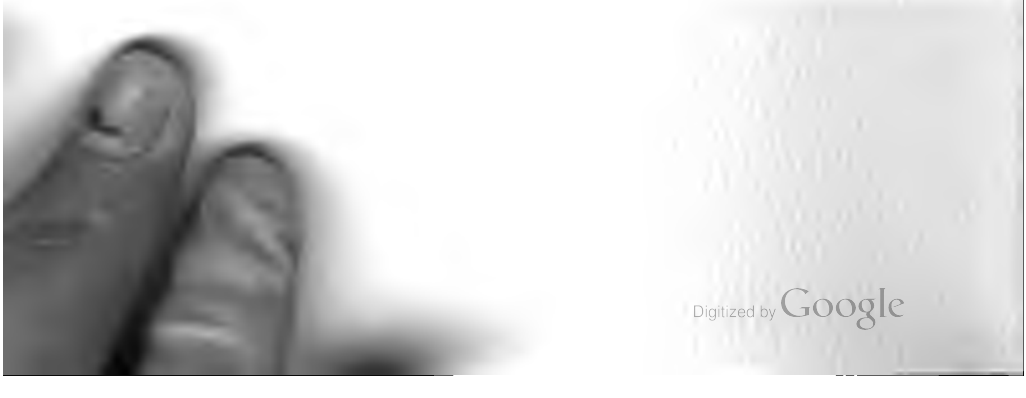
LOUISVILLE, KENTUCKY

UNIVERSITY OF MICHIGAN
JAN 14 1960
LIBRARY

For the Year Ending

June 30, 1959

Digitized by Google


Digitized by Google

Digitized by Google



Digitized by Google

NINETY-FIRST REPORT

of the

BOARD OF TRUSTEES

of the

AMERICAN PRINTING HOUSE FOR THE BLIND

INCORPORATED

Louisville, Kentucky

to

THE CONGRESS OF THE UNITED STATES

THE GENERAL ASSEMBLY OF KENTUCKY

and

THE GOVERNORS OF THE STATES OF THE UNION

For the Year Ending June 30, 1959

Digitized by Google

OFFICERS FOR 1958-1959

●

President

WILLIAM C. DABNEY

Vice-President

ROBERT LAMBERT

Secretary and Superintendent

F. E. DAVIS

Treasurer

FIRST NATIONAL BANK OF LOUISVILLE

Publications Committee

DR. A. G. KLOSS (Exp. 1959), *Chairman*

DR. F. M. ANDREWS (Exp. 1960) DR. EBER L. PALMER (Exp. 1963)
EGBERT N. PEELER (Exp. 1961) DR. E. J. WATERHOUSE (Exp. 1962)

Educational Research Committee

W. CRABIN GILL (Exp. 1961) *Chairman*

W. A. HACK (Exp. 1960) DR. HUGO F. SCHUNHOFF (Exp. 1959)
D. W. OLSON, JR. (Exp. 1962) DR. EVERETT E. WILCOX (Exp. 1963)

Tangible Apparatus Committee

FRANK JOHNS, JR. (Exp. 1959), *Chairman*

W. E. ALLEN (Exp. 1963) ROY M. STELLE (Exp. 1961)
BYRON BERHOW (Exp. 1962) JOHN M. WALLACE (Exp. 1960)

Trustees

CHARLES W. ALLEN, JR. WILLIAM C. DABNEY
J. MCFERRAN BARR MARK F. ETHRIDGE
CHARLES R. BOTTORFF JOHN B. MCFERRAN, JR.
GEORGE W. NORTON, JR.

And, ex-officio, every Executive Head of a Public Institution for the Education of the Blind in the United States

Digitized by Google

THE SECRETARY'S PAGE

The Annual Meeting of the Board of Trustees of the American Printing House for the Blind was held at 12:30 p.m., October 29, 1959, at the Pendennis Club, Louisville, Kentucky, with the following members present:

Mr. William C. Dabney, President; Louisville, Kentucky.

Mr. Charles W. Allen, Jr., Louisville, Kentucky.

Mr. W. E. Allen, Superintendent, Texas School for the Blind, Austin, Texas.

Dr. Francis M. Andrews, Superintendent, Maryland School for the Blind, Overlea, Maryland.

Mr. J. McFerran Barr, Louisville, Kentucky.

Mr. Charles R. Bottorff, Louisville, Kentucky.

Mr. V. R. Carter, Superintendent, Oklahoma School for the Blind, Muskogee, Oklahoma.

Mr. Josef G. Cauffman, Principal, Overbrook School for the Blind, Philadelphia, Pennsylvania.

Mr. Mark F. Ethridge, Louisville, Kentucky.

Mr. Leo J. Flood, Superintendent, Illinois Braille and Sight-Saving School, Jacksonville, Illinois.

Mr. W. Crabin Gill, Superintendent-Principal, Louisiana State School for the Blind, Baton Rouge, Louisiana.

Mr. W. A. Hack, Superintendent, South Dakota School for the Blind, Gary, South Dakota.

Mr. George Heltzell, Superintendent, Missouri School for the Blind, St. Louis, Missouri.

Mr. L. P. Howser, Superintendent, Kentucky School for the Blind, Louisville, Kentucky.

Mr. D. A. Hutchinson, Superintendent, Indiana School for the Blind, Indianapolis, Indiana.

Mr. J. C. Lysen, Superintendent, Minnesota Braille and Sight Saving School, Faribault, Minnesota.

Mr. John B. McFerran, Louisville, Kentucky.

Digitized by Google

Mr. F. G. Nelms, Superintendent, Georgia Academy for the Blind, Macon, Georgia.

Mr. Donald W. Overbeay, Superintendent, Iowa Braille and Sight Saving School, Vinton, Iowa.

Mr. Edward W. Reay, Superintendent, Idaho State School for the Deaf and Blind, Gooding, Idaho.

Mr. Jerry L. Regler, Superintendent, Nebraska School for the Blind, Nebraska City, Nebraska.

Dr. W. G. Scarberry, Superintendent, Ohio State School for the Blind, Columbus, Ohio.

Mr. Roy M. Stelle, Superintendent, Colorado School for the Deaf and Blind, Colorado Springs, Colorado.

Mr. Joseph R. Shinpaugh, Superintendent, Virginia School for the Deaf and the Blind, Staunton, Virginia.

Dr. Robert H. Thompson, Superintendent, Michigan School for the Blind, Lansing, Michigan.

Mr. John M. Wallace, President, Florida School for the Deaf and Blind, St. Augustine, Florida.

Dr. Everett E. Wilcox, Superintendent, Oregon State School for the Blind, Salem, Oregon.

Mr. E. J. Wood, Superintendent, Tennessee School for the Blind, Nashville, Tennessee.

Mr. J. M. Woolly, Superintendent, Arkansas School for the Blind, Little Rock, Arkansas.

Mr. William C. Dabney, President of the Board of Trustees, opened the meeting with words of welcome and introduced Mr. Joseph Shinpaugh, Virginia School for the Blind; Mr. Edward W. Reay, Idaho School for the Blind; and Mr. D. A. Hutchinson, Indiana School for the Blind, as new superintendents attending the Annual Meeting of the Board of Trustees for the first time.

The reports of the Executive Committee, the Publications Committee, the Educational Research Committee, the Tangible Apparatus Committee, and the Superintendent were read and, upon motions duly seconded and passed, approved and ordered published in this Annual Report as listed on pages respectively.

Digitized by Google

After discussion of proposed legislation concerning the American Printing House for the Blind, motion was made, seconded, and approved, that the previously appointed committee of three Ex-officio Trustees to work with the Superintendent in preparing legislation be dissolved and that the Executive Committee appoint a temporary committee of five Ex-officio Trustees to consult with them and/or the Superintendent of the American Printing House for the Blind in preparing a bill to submit to Congress providing state educational administrators with opportunities to share equally with the superintendents of the residential schools in the administration of the Federal Act. The Bill is also to cover such other matters concerning the Federal Act as may seem desirable at this time.

Mr. Roy M. Stelle, Chairman of the Nominating Committee, placed in nomination the following Trustees who were duly seconded and unanimously elected:

PUBLICATIONS COMMITTEE:

Dr. F. M. Andrews, Chairman—for 1 year
Mr. Leo J. Flood—for 5 years (Exp. 1964)

EDUCATIONAL RESEARCH COMMITTEE:

Mr. W. A. Hack, Chairman—for 1 year
Mr. R. E. Long—for 5 years (Exp. 1964)

TANGIBLE APPARATUS COMMITTEE:

Mr. John M. Wallace, Chairman—for 1 year
Mr. L. P. Howser—for 5 years (Exp. 1964)

The following officers, also presented by the Nominating Committee, were unanimously elected for one year:

Mr. William C. Dabney, President
Mr. J. McFerran Barr, Vice-President
Mr. Finis E. Davis, Secretary
First National Bank of Louisville, Treasurer

Superintendent Finis E. Davis was reelected for a period of two years.

There being no further business, the meeting adjourned.

Respectfully submitted,

FINIS E. DAVIS, *Secretary*

Digitized by Google

REPORT OF THE EXECUTIVE COMMITTEE

October 27, 1959

To The Members Of The Board Of Trustees
Of The American Printing House For The Blind

Gentlemen:

Once again, it is my pleasure to present to you a report of the activities of your Executive Committee for the past year. This year has been noteworthy as the first year of operation of the Printing House in its second century of service to the blind.

As the financial supervisory arm of your Board your Executive Committee has been concerned with the following:

1. The new storage wing, comprising nearly 6,000 square feet and which was in process of construction at this time last year, has been completed and is in full use. The additional storage space provided in the basement and second-floor areas has proved a great boon to the operations of the Printing House. Without this additional area, it is doubtful if the institution could have carried on another year without resorting to the rental of storage space outside of the present property. The new lunchroom for employees, with its centralized location and more pleasant and adequate facilities, has added much to morale, at the same time releasing needed floor-space for production in the Braille printing and binding departments.

2. Last year, you will remember, we announced the installation of modern IBM office equipment for use in the fund-raising and magazine circulation departments. The use of this equipment is now gradually being extended to the cost-accounting and general office operations, not only in order to obtain the greatest benefits from the rental costs of this equipment, but also to up-date our accounting procedures and provide for fast and accurate information to guide us in our immediate and long-range planning for Printing House operations.

3. The week of January 5, 1959, marked the undertaking by the Printing House of the publication of the first weekly recorded magazine in history — The Talking Book edition of

Digitized by Google

Newsweek. Beginning with an edition of 250 copies per week, at a cost of $182.00 for a year's issues, the demand has increased to 317 copies weekly. Currently, the magazine is being financed through the joint fund-raising efforts of the Printing House and Newsweek Magazine, with substantial donations from each to start the project on its way. It is hoped that the next several months will see the receipt of sufficient donations to the Newsweek Talking Magazine Fund to put the publication on its own feet financially.

4. Of particular interest to educators of the blind and libraries is our latest new project, the publication of a Braille edition of WORLD BOOK ENCYCLOPEDIA. A total of $115,500 is being donated by The Field Foundation and Field Educational Enterprises, Inc. (the latter the publisher of the ink-print edition), to cover the cost of the original plates plus a subsidy for the printing and binding of the first 250 copies. It is estimated that the finished title will comprise some 160 oversized Braille volumes, and that it will require some two years for completion. On April 10, 1959, Mr. J. M. Barr of your local Board represented the Printing House at a press conference in Chicago where he was presented with the first payment on the donation by Mr. Adlai Stevenson, President of the Field Foundation. At this time, I am happy to report that the actual embossing of the Braille plates for the encyclopedia is well under way. When completed, I believe the Braille edition of THE WORLD BOOK ENCYCLOPEDIA will represent the largest and most costly single publication for the blind in history.

5. For a number of years, I have reported to you from time to time on the progress of the research being done by International Business Machines Corporation at its own expense, in cooperation with the Printing House, looking to the application of automation to Braille embossing procedures. The developmental work has progressed to such a point, that on April 21st last, the IBM Corporation called a general press conference in New York to announce the successful programming of a 704 IBM computer for the automatic translation of ink-print material into contracted English Braille grade 2 without the aid of an individual who knows Braille. The Printing House was represented at this conference by Superintendent Davis and myself, as well as the staff members of the Braille department and a few of our ex-Officio Trustees. Currently,

Digitized by Google

the programming of the 704 computer is now being corrected to conform with the new ENGLISH BRAILLE, AMERICAN EDITION — 1959, following which, IBM will, at its own expense, provide the automatically produced punched cards which in turn will be used to direct the Printing House's electronically-driven stereograph machine to emboss the Braille plates for twelve separate titles.

6. In addition to the other usual routine financial responsibilities of your Executive Committee, we have conferred with your Superintendent and representatives of the Department of Health, Education, and Welfare on proposals for new Federal legislation to amend the Act "To Promote the Education of the Blind," with a view to raising the limit of authorization of appropriation now set at $410,000, and the revision of other aspects of the Act which will expand its effectiveness. I believe Mr. Davis will give you more details on this matter.

It is with sincere regret that I tell you that Mr. Robert Lambert has resigned as Vice-President of the Printing House. Mr. Lambert served with distinction as Superintendent of the Indiana School for the Blind for twenty-five years and was Vice-President of the American Printing House for seventeen years. He retired several months ago.

In closing I should like to express for myself and the other members of the Executive Committee the tremendous satisfaction we get from the constantly expanding and effective program of service offered to the blind by the Printing House. I want to extend to the ex-Officio Trustees, Mr. Finis Davis, Superintendent, and the staff and employees our sincere appreciation for their helpful and constructive interest in the welfare of the Printing House and their labors in its behalf.

Respectfully submitted,

WILLIAM C. DABNEY, *President*

Digitized by Google

REPORT OF THE PUBLICATIONS COMMITTEE

October 27, 1959

To The Members Of The Board Of Trustees

Of The American Printing House For The Blind

Gentlemen:

The Publications Committee met once during the 1958-59 year on Saturday, October 24, 1959, for the purpose of reviewing the past year's operations and for the purpose of considering the selection of materials to be embossed and printed in large type during 1959-60.

Most of the meeting was devoted to approving Braille and large type materials for publication by September, 1960. The Committee recommended that large type materials be published to parallel Braille materials through the elementary grades, provided there is a reasonable demand for the materials, and also recommended that materials be produced in large type on the secondary level to parallel the Braille in instances where there is sufficient demand. These recommendations were made with the thought in mind that teachers desire and need these paralleling materials if they are to render maximum service to their students and that parallel Braille and large type materials should be produced to the fullest extent possible within the confines of sound economics. In order to keep production within the confines of sound economics, the Committee agreed that the Printing House should make final decision as to whether or not Braille should be paralleled with large type on the basis of each individual title, school subject, and grade level.

Last year, the Committee requested that the Printing House investigate the possibility of producing a series of desk-size maps. At our meeting Saturday, Dr. Carson Y. Nolan presented a summary of the study he had completed recently of the maps needed to accompany textbooks in the Printing House catalogs. It was the feeling of the Committee, after hearing Dr. Nolan's report, that the subject of maps was not rightly the province of the Publications Committee, and that the whole matter should be referred to the Tangible Apparatus and Edu-

Digitized by Google

cational Research Committees. However, the members of the Publications Committee requested that they be consulted by these two committees, before maps are produced, in order to insure proper relationship to specific subject fields and grade levels.

Miss Marjorie S. Hooper, Braille and Large Type Editor, reported a stalemate with regard to the publication of new Braille music, and with regard to the publication of the teaching manuals to accompany the new code adopted by the Printing House last year upon recommendation of the Joint Uniform Braille Committee. Following a discussion of the imperative need to go ahead with music publishing, the following resolution was adopted by the Committee:

> WHEREAS, The REVISED INTERNATIONAL MANUAL OF BRAILLE MUSIC NOTATION, 1956, was adopted by both the AAIB and the AAWB in conventions assembled in 1958, and by the Board of Trustees of the American Printing House for the Blind on October 28, 1958, although minor objections to the Code have been made since that time;
>
> BE IT RESOLVED, That the Publications Committee recommends to the Board of Trustees of the American Printing House for the Blind that the publication of Braille music be resumed not later than January 1, 1960, employing the new code; and that,
>
> BE IT FURTHER RESOLVED, That the Printing House also go forward with the publication of the Braille and ink-print editions of the teaching manuals and materials as authorized on October 28, 1958.

Concerning the NEMETH CODE OF BRAILLE MATHEMATICS, and the suggestions being made at the present time in the field as to possible complete revision of the code, the Committee recommends to the AAIB-AAWB that all revisions be kept to an absolute minimum, and that the work should be in the way of clarification and expansion rather than revision. The Committee recognizes the problem as one of interpretation to transcribers rather than revision of the Code.

The Committee is happy to report that the Printing House

Digitized by Google

has employed Mrs. Blanche W. Dougherty as Textbook Consultant in accordance with its previous recommendation. Mrs. Dougherty's service will greatly strengthen the efforts of the Committee to serve to the best of its ability the increasing number of blind children enrolled in the varied programs throughout the country.

The Committee recognizes that it is confronted with most difficult tasks in obtaining recommendations and in choosing proper titles for publication in order to meet today's complex needs. It therefore recommends that its members be prepared to meet more than once a year as the Printing House staff feels the need, probably in the spring of the year as well as the fall.

In closing this report, the Committee wishes to record a special vote of thanks to Miss Marjorie S. Hooper, Braille and Large Type Editor, to Mrs. Betty Wommack, Assistant Braille Editor, and to Mrs. Blanche W. Dougherty, Textbook Consultant, for their invaluable contributions which have greatly facilitated the work of the Committee.

Respectfully submitted,

ALTON G. KLOSS, ED.D., *Chairman*

Digitized by Google

REPORT OF THE EDUCATIONAL RESEARCH COMMITTEE

October 27, 1959

To The Members Of The Board Of Trustees

Of The American Printing House For The Blind

Gentlemen:

The Educational Research Committee met in the Conference Room of the A. P. H. Sunday afternoon, October 25, 1959 at 1:30 P.M.

The meeting was called to order by the Chairman, W. C. Gill, who asked Mr. W. A. Hack to serve as Recording Secretary for the meeting.

Members of the Committee are:

W. C. Gill	Louisiana
W. A. Hack	South Dakota
D. W. Olson, Jr.	Kansas
H. F. Schunhoff	West Virginia
Everette Wilcox	Oregon

All members were present except Mr. Olson. Also attending were: Mr. Berhow; Mr. Davis; Mr. Flood; Dr. Nolan, Director of Educational Research; Mr. M. D. Olsen; Mr. Woolly; and Mr. Zickel.

Business:

1. Roll call.
2. Minutes of 1958 meeting were read and approved.
3. Dr. Carson Nolan reported on research since the last meeting and discussed research projects for the coming year.
4. An interesting discussion — questions and answers — followed.
5. It was moved by Dr. Schunhoff, and seconded by Dr.

Digitized by Google

Wilcox, that the Committee go on record as commending Dr. Nolan for the quantity, variety, and excellence of his performance for this year's research with its beneficial results to the profession. The motion was unanimously carried.

6. The Committee renewed its request to all Superintendents that inquiries from other agencies regarding questions of research be referred to Dr. Nolan for clearance and follow-up, to avoid unnecessary duplication.

7. Dr. Nolan spoke highly of the general atmosphere of cooperation accorded him through Mr. Davis and the A. P. H.

8. The Committee went on record as approving the projected research for the ensuing year.

9. Meeting was adjourned at 4:30 P.M.

Respectfully submitted,

W. CRABIN GILL, *Chairman*

Digitized by Google

REPORT OF THE TANGIBLE APPARATUS COMMITTEE

October 27, 1959

To The Members Of The Board Of Trustees

Of The American Printing House For The Blind

Gentlemen:

The Committee on Tangible Apparatus held its annual meeting on Sunday, October 25, 1959, at the American Printing House for the Blind, from 3:30 to 5:30 p.m.

Members of the Committee in attendance were:

W. E. Allen
Byron Berhow
R. M. Stelle
John Wallace

Mr. Frank Johns was absent.

Others in attendance were:

Leo J. Flood
Alton Kloss
Edward Reay
J. M. Woolly
Finis E. Davis
Carson Nolan
Maurice Olsen
Virgil Zickel

Mr. Zickel presented the Report on Development and Production of Tangible Apparatus during the year November 1, 1958-October 24, 1959. This report was discussed and the following actions were taken:

The black plastic one-foot rule, divided into eighths of inches, was approved for production.

The Braille eraser was approved for production.

The shadow-line paper, developed by Mr. LaVoy, of

Digitized by Google

Florida, for use by sight-saving students, was approved in limited production to determine if schools would become interested in extensive use of it.

The series of plaques from Italy depicting architecture by the vacuum-forming process was not approved for production.

It was reported that the maps formerly approved for production by the vacuum-forming process were very popular and that sales of them have increased very much.

Not ready for evaluation or production are the Lavender Braillewriter, the plastic pocket slate, or the raised-line checkbook. The writer is in the final stages of research and is to be ready for production, we hope, within the next year, barring some unforeseen development. Apparently this particular machine will be the best small, light-weight, economical writer the inventive mind can devise, and it should be a real contributive aid in the education of the blind.

The Committee explored the possibility of making many vacuum-formed maps in the 16 categories now used in print books. Dr. Nolan was authorized to choose several political maps, discussed by the Educational Research Committee, for production. He was also urged to continue studies leading to the making of multiple-purpose maps by methods now under experimentation, and to production of overlays on basic maps.

Encouragement to investigate possible practical adaptations of the abacus for use by blind children as an aid in arithmetic study was given.

The Printing House was also asked to explore the possibility of putting ink-print books on microfilm to be used by optical projectors to alleviate the need for more material by sight-saving classes.

The final action of the Committee was to remind the schools and classes for blind children to submit ideas and objects of tangible apparatus they find valuable as aids in educating blind

Digitized by Google

children to the Printing House, or to any member of the Committee, for evaluation and possible production.

The Committee appreciates the great concern the American Printing House for the Blind has in this particular field and the tremendous amount of work it has done to promote the production of worthwhile tangible apparatus. We say "Thank you" to the Board, Superintendent Davis, and his staff for their excellent cooperation and support.

Respectfully submitted,

BYRON BERHOW, *Acting Chairman*

Digitized by Google

REPORT OF THE SUPERINTENDENT

October 27, 1959

To The Members Of The Board Of Trustees

Of The American Printing House For The Blind

Gentlemen:

The 1959 fiscal year has been unprecedented in the way of production — in all departments of the Printing House. In the Braille Department, we printed 5,000,000 more pages than the previous year for a total of over 50,000,000; we produced nearly 77,000 bound volumes, almost 83,000 pamphlets, and approximately 590,000 magazines. Large print production was almost doubled, approximately 50,000 pamphlets and volumes being produced. The number of Talking Book records rose to over 670,000, nearly 3,000 REAL tapes were processed, and most items of tangible aids showed an increase in manufacture, including 410 Perkins Braillers and 492 New Hall Braillewriters. Our new vacuum-formed plastic-plate process showed an excellent beginning, with nearly 100,000 pages printed and bound prior to June 30, which production has already been surpassed in the first three and a half months of the current fiscal year. As of today, we are producing 66 Braille, 9 Talking Book, and 1 ink-print magazines on regular schedule, and the number grows with each passing month, it seems. The value of products distributed rose over $100,000, the increase being primarily in the Braille, large type, and tangible apparatus departments.

What this increase has meant in the way of manufacturing problems to the Printing House has been a combination of increased personnel, a "Rob Peter to Pay Paul" scramble for working space, two shifts in some departments and overtime in others. Every effort has been put forth in an endeavor to get books, particularly schoolbooks, ready when they are needed, and I am happy to say that we have been able to reduce

Digitized by Google

the gap by at least 50 per cent between the scheduling of new books and their delivery.

New Catalog Items

As mentioned above, the reproduction of hand-transcribed Braille material by the vacuum-forming plastic-plate process has proved most successful. The demand for these materials has been very great, particularly during the spring and summer months, and we have had to purchase additional equipment and train personnel in order to keep up. Additionally, effective procedures have been established for the reporting of hand-copied Braille books by the volunteer transcribers, and the master catalog of transcribed textbooks is growing with amazing rapidity.

Three items of tangible aids were added to the catalog during the year: (1) the two 12-inch plastic relief globes; (2) the desk maps of the United States, produced in Braille and large-type outline form, as well as a relief map in lightweight plastic; (3) the Texas Slate. All of these items have proved popular with teachers and students.

New Staff Member

For many years it has been apparent that there was a need for a full-time staff member to deal with the problems of textbook selection on a professional basis, so that your Publications Committee could be provided with the best information possible when it came to choosing materials for publication. In keeping with the recommendation of the Publications Committee last year, the position of Textbook Consultant was created as an assistant in the Braille and large-type editorial department, and, on July 1 last, Mrs. Blanche W. Dougherty was appointed to the position. Mrs. Dougherty comes to the Printing House with a background of thirty years as teacher and principal at the Oklahoma School for the Blind, plus technical training and several years' experience in library services. In the less than four months she has been with us, she has been able to draw up a detailed information sheet on all recommendations received from the schools for the blind and public schools, for use by the Publications Committee at its meeting



Digitized by Google

last Saturday. Her next big job is to compile complete information on all the textbooks being used in schools for the seeing throughout the country, and to establish procedures for keeping the information up to date, so that the Printing House may have the necessary reference material available at all times as to the textbooks and other materials that are likely to be in greatest demand for school use. The importance of this procedure may be seen when you realize that more than 50 per cent of our blind children are now being educated in public schools for the seeing. It is our hope to set up a balanced plan of production between our regular press-printed materials and those which can be reproduced by the plastic-plate method, so that we can determine sufficiently in advance which books should be reproduced on metal plates for multiple printing, and those which would be produced through the aid of the volunteer transcriber and the plastic-plate method of reproduction of a few number of copies.

Educational Research

Seven studies of varying magnitude were completed in the Department of Educational Research during the 1958-1959 year, as follows:

1. The Stanford Achievement Arithmetic Computation Tests — Study of an Experimental Adaptation for Braille Administration

2. Achievement in Arithmetic Computation — Analysis of School Differences and Identification of Areas of Low Achievement

3. On the Unreality of Words to the Blind

4. Roughness Discrimination Among Blind Children in the Primary Grades

5. A Comparative Study of Language Development in Blind and Sighted Children

6. A Comparison of Groups of Visually Handicapped Children for Ability to Read Type of Two Different Characteristics

Digitized by Google

7. A Study of Pictures for Large Type Textbooks

All of these studies, we feel, should offer information of significant value to educators of the blind. Several of them have been, or will be, printed in *The International Journal*, and copies may be borrowed from the Printing House for perusal and study.

Conferences

The year 1959 marks the 25th Anniversary of the Talking Book, which was widely publicized through radio and television, and through specially prepared posters distributed on a national basis. On April 14, the Division for the Blind of the Library of Congress, the American Foundation for the Blind, and the Printing House sponsored jointly an invitational celebration held at the Library in Washington, D. C. Although the Printing House did not enter the Talking Book field until 1936, it has steadily increased its output over the years until it now produces more than half of the Talking Books recorded in this country, including nine magazines as noted previously.

Of particular import to educators of the blind was the Conference on the Preparation and Distribution of Educational Materials for Blind Children held in Louisville, January 5-7, 1959, and sponsored and financed jointly by the American Foundation for the Blind and the Printing House. To this Conference were invited representatives of the public schools, the residential schools, state departments of education, the volunteer transcribers and recorders, the Library of Congress, the Department of Health, Education, and Welfare, and, of course, the staff members of the Foundation and the Printing House concerned with the problems of the education of blind children and the preparation and distribution of books for their use. The three-day conference proved of considerable value to the participants, and a published report of the meeting has been made available by the Foundation.

Legislation

Probably the most pressing problem facing the Printing House and educators of the blind today is the need for amend-

Digitized by Google

ment to the Federal Act "To Promote the Education of the Blind," to provide an increase in the ceiling of authorization for the appropriation, and for representation on the Printing House Board of Trustees for the state departments of education as the agents of the public schools educating blind children. For many months, the staff of the Department of Health, Education, and Welfare has been working on proposed legislation, copies of which have been presented at this meeting for your consideration. However, it is the desire of the Department that the American Printing House for the Blind sponsor legislation introduced into Congress amending the Act "To Promote the Education of the Blind." It is imperative that amending legislation be entered in the next session of Congress in order to provide adequate appropriations so desperately needed right now. The registration of 13,491 pupils last January has cut the per capita base allotment to just a little over $30 for the current fiscal year, and expected increased registrations next year will cut it considerably below that level. At the present time, 11 residential schools and 5 state departments of education have already overdrawn their current quota allotments to the limit of the permitted 25 per cent, with the year less than four months gone. I therefore would appreciate guidance from the Board in the manner and type of legislation which the Printing House should have introduced into Congress at the next session.

In closing, may I take this opportunity to thank Mr. Dabney and the members of the Executive Committee, as well as our ex-Officio Trustees, for their deep and personal interest in the affairs of the Printing House, and to our efficient staff and employees for their faithful and effective work. It is the sum total of these efforts which make up the success of the Printing House.

Respectfully submitted,

FINIS E. DAVIS, *Superintendent*

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1957-1959

	1956-57	1957-58	1958-59
Braille Publications:			
Number of Plates Stereotyped	88,210	97,844	99,668
Number of Titles Embossed:			
Literary	239	239	358
Music	23	3	.....
Magazines	648	638	606
Number of Pages Printed	43,653,440	45,114,216	50,396,016
Number of Volumes Bound:			
Sewed Binding	13,021	11,680	8,460
Limited Binding	55,676	54,154	68,336
Number of Pamphlets Published:			
Pressboard Covers	243	143	162
Jute Covers	28,786	32,383	54,620
Paper Covers	41,889	15,229	28,078
Number of Magazines Published	568,968	578,407	589,878
Number of Music Selections Published	1,929	4,047	1,535
Number of Alphabet Cards Printed	337,340	689,796	576,101
Vacuum-Formed Braille Plate Publications:			
Number Plates Vacuum-Formed	.....	.....	16,549
Number Pages Printed	.....	.....	96,676
Number Volumes	.....	.....	1,321
Large Print Books:			
Number of Plates	5,030	5,661	9,027
Number of Titles Published	46	38	72
Number of Pages Printed	3,771,056	4,036,626	8,204,222
Number of Books Bound	16,234	13,840	21,961
Number of Pamphlets Bound	4,079	10,524	27,226
Talking Books:			
Number of Masters Recorded	2,620	3,007	2,580
Number of Books Recorded	114	164	126
Number of Magazines Recorded	46	49	81
Number of Records Pressed	614,571	616,939	671,716
Number of Albums Made (Limited)	1,049	617	1,085
Number of Talking Book Containers Made:			
Black Fibre	26,090	27,259	35,298
Number of Reproducers Made	131	138	199
Earphones	.....	.....	150
Real Tapes	671	1,547	2,993
Tangible Apparatus Manufactured:			
Maps (Dissected)	25	31	32
Map Easels	5	.....	10

Digitized by Google

PRODUCTION RECORDS FOR THE FISCAL YEARS 1957-1959 (Cont'd)

Tangible Apparatus Manufactured:	1956-57	1957-58	1958-59
Slates	5,224	5,559	3,962
Styluses	16,000	3,900	.....
Perkins Braillers	390	179	410
New Hall Braillewriters and Cases	.....	.....	492
Spelling Frames and Words (sets)	49	324	178
IMOUT Games	.....	.....	.....
Constructo Sets	100	.....	.....
Graphic Aids to Mathematics	100	100	.....
Mitchell Forms	.....	108	.....
Braille Clock Faces	348	.....	128
A.P.H. Cubarithm Slates	.....	1,130	.....
A.P.H. Braille Cubes (sets)	.....	1,410	.....
Brannan Cube Slates	.....	213	1,125
Brannan Braille Cubes (sets)	.....	210	356
Taylor Arithmetic Slates	424	375	240
Kine Mutiply Vizr	.....	150	.....
Globes 12"	.....	.....	178
Globes 36"	15	36	27
Map Plaques	.....	.....	403
Storage Folders for U. S. Map Group	.....	.....	25
U. S. Map Groups:			
Plastic	.....	.....	147
Braille	.....	.....	2,370
Inkprint	.....	.....	2,380
Hoff Aids	8	57	7
Brown Slates	641	440	205
Beetz Notation Graphs	50	49	.....
Piano Racks for Sightsavers	25	40	25
L. T. Writing Paper (lbs.)	1,676	2,696	5,065
Pencil Writing Paper (Pads)	450	787	520
Ringed Notebooks	919	876	484
Fillers for Notebooks	575	878	1,206
Transcribing Paper (rms.)	.....	1,162	1,493

Digitized by Google

AMERICAN PRINTING HOUSE FOR THE BLIND

BALANCE SHEET

June 30, 1959

ASSETS

General Fund				
Current Assets:				
Cash			$ 10,050.20	
Accounts receivable			143,588.44	
Accounts receivable, Reader's Digest Fund			27,889.70	
Inventories:				
Finished goods	$416,136.86			
Work in process	182,372.91			
Materials	111,086.83		709,596.60	
Supplies			18,397.33	
Unexpired insurance			2,814.68	
Investments			25,000.00	
Total Current Assets				$ 937,336.95

Fixed Assets:	*Cost*	*Accumulated Depreciation*	*Book Value*	
Land	$ 11,907.03		$ 11,907.03	
Buildings	738,259.33	$120,404.85	617,854.48	
Machinery	363,933.76	238,236.67	125,697.09	
Office equipment	61,520.44	33,233.00	28,287.44	
Net Fixed Assets	$1,175,620.56	$391,874.52		783,746.04
Total General Fund Assets				$1,721,082.99

Special Fund Assets:			
Endowment Fund			
Cash	$ 8,749.30		
Investments	361,748.37	$370,497.67	
Unrestricted Gifts Fund			
Cash	$ 12,341.18		
Investments	114,550.00	126,891.18	
Reader's Digest Fund for the Blind			
Cash	$ 10,786.41		
Investments	564,100.00	574,886.41	
Newsweek Talking Magazine Fund for the Blind			
Cash		3,200.71	
Total Special Fund Assets			1,075,475.97
TOTAL ASSETS			$2,796,558.96

Digitized by Google

BALANCE SHEET (Cont.)

June 30, 1959

LIABILITIES AND NET WORTH

General Fund			
Current Liabilities:			
Accounts payable		$139,336.65	
Unearned subscriptions		3,501.00	
Total Current Liabilities			$ 142,837.65
Net Worth:			
Capital investment		$950,048.03	
Reserve for contingencies		628,197.31	
Total Net Worth			1,578,245.34
Total General Fund Liabilities and Net Worth			$1,721,082.99
Special Fund Principals:			
Endowment Fund			
Principal balance	$354,692.53		
Income balance	15,805.14	$370,497.67	
Unrestricted Gifts Fund		126,891.18	
Reader's Digest Fund for the Blind			
Accounts payable to General Fund	$ 27,889.70		
Principal			
Restricted for editions	65,418.34		
Unrestricted	476,578.37		
For endowment	5,000.00	574,886.41	
Newsweek Talking Magazine Fund for the Blind		3,200.71	
Total Special Fund Principals			1,075,475.97
TOTAL LIABILITIES AND NET WORTH			$2,796,558.96

Digitized by Google

CASH RECEIPTS AND DISBURSEMENTS

For Year Ended June 30, 1959

CASH BALANCE JULY 1, 1958		$ 145,571.80
RECEIPTS		
The Act "To Promote the Education of the Blind"	$ 410,000.00	
Products provided for other agencies	749,568.42	
Reader's Digest Fund donations	335,873.65	
Unrestricted Gifts Fund donations	41,072.85	
Endowment Fund donations	160,917.44	
Newsweek Fund donations	47,964.45	
Interest received	33,306.74	
Investments liquidated	236,652.18	
Sale of equipment	433.00	
Sale of scrap	1,463.16	
Total Receipts		2,017,251.89
TOTAL CASH AVAILABLE		$2,162,823.69
DISBURSEMENTS		
Salaries and wages	$ 747,629.39	
Materials	356,256.70	
Manufacturing expense	48,228.58	
General factory overhead expense	38,325.09	
Shipping supplies and expense	34,855.96	
Research and experimental (other than salaries)	6,996.65	
Fund-raising expense		
Salaries $37,726.83		
Materials, supplies and postage 92,781.03	130,507.86	
Administrative and office expense	51,835.81	
Payroll taxes	16,705.48	
Refunds to donors	281.00	
Retirement expense	29,455.00	
I.B.M. operations	27,524.91	
Total Operating Disbursements	$1,488,602.43	
Investments	488,420.34	
Building construction	77,599.91	
Equipment purchased	67,190.91	
	$2,121,813.59	
Less cash discount taken	(4,117.70)	
Total Disbursements		2,117,695.89
CASH BALANCE JUNE 30, 1959		$ 45,127.80
CONSISTING OF:		
Cash in office	$ 250.00	
General Fund	9,500.20	
Reader's Digest Fund	10,786.41	
Unrestricted Gifts Fund	12,341.18	
Endowment Fund	8,749.30	
Newsweek Fund	3,200.71	
Payroll Account	300.00	
		$ 45,127.80

Digitized by Google

In our opinion, the accompanying balance sheet of the American Printing House for the Blind, Inc. and the statement of cash receipts and disbursements present fairly the financial position of the American Printing House for the Blind, Inc. at June 30, 1959, and the receipts and disbursements for the year then ended.

Respectfully submitted,

WILLIAM COTTON COMPANY

Digitized by Google

DISBURSEMENTS

UNITED STATES GOVERNMENT ACCOUNT

July 1, 1958-June 30, 1959

To Whom Paid	For What Purpose	Amount
Payroll July 14-26, 1958	Services	$ 8,058.03
Central Steel and Wire Company	Tangible Apparatus	121.19
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	65.02
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	11,760.17
Southeastern Paper Company	Bindery Supplies, Paper	4,290.25
Payroll July 1-31, 1958	Services	2,962.82
Aluminum Finishing Corporation	Tangible Apparatus	37.25
American Type Founders Company, Inc.	Tangible Apparatus	651.00
GBC Sales and Service, Incorporated	Bindery Supplies	390.25
Southern Litho Plate and Supply Co.	Large Type Supplies	240.00
Wood Luggage Manufacturing Company	Tangible Apparatus	535.00
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	377.90
Payroll July 28-August 9, 1958	Services	8,236.00
Payroll August 11-23, 1958	Services	8,228.89
GBC Sales and Service, Incorporated	Bindery Supplies	157.67
Sonotone Corporation	Tangible Apparatus	33.43
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	241.22
Payroll August 1-30, 1958	Services	4,099.97
Cudahy Packing Company	Bindery Supplies	150.63
Ewald Distributing Company	REAL-Tape Blanks	683.28
Southern Litho Plate and Supply Co.	Large Type Supplies	1,572.40
Wood Luggage Manufacturing Company	Tangible Apparatus	535.00
Payroll August 27-September 6, 1958	Services	8,464.87
American Brass and Aluminum Works Co.	Tangible Apparatus	138.82
Arabol Manufacturing Company	Bindery Supplies	330.04
Celanese Corporation of America	Braille Plastic Plates	590.60
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	234.07
Carter Dry Goods Company	Large Type Supplies	169.34
Golden Ear, Incorporated	REAL-Tape Blanks	594.00
Payroll September 7-20, 1958	Services	8,740.40
Aluminum Finishing Corporation	Tangible Apparatus	26.35
Carter Dry Goods Company	Large Type Supplies	66.00
Courtenay Ink Company	Large Type Supplies	27.00
GBC Sales and Service, Incorporated	Large Type Supplies	441.21
Harbor Plywood Corporation	Tangible Apparatus	901.55
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	7,767.12
Palmer Asbestos and Rubber Company	Tangible Apparatus	48.33
Southern Litho Plate and Supply Co.	Large Type Supplies	71.20
Universal Radio and Supply Company	REAL-Tape Blanks	687.24
Payroll September 1-30, 1958	Services	2,962.82
Payroll September 22-October 4, 1958	Services	8,530.67
Columbia Mills, Incorporated	Bindery Supplies	5,526.76
American Brass and Aluminum Works Co.	Tangible Apparatus	251.10
GBC Sales and Service, Incorporated	Bindery Supplies	1,352.37
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	421.60
Kentuckiana Photo Plate and Supply Co.	Large Type Supplies	38.81
Chatfield Paper Corporation	Bindery Supplies	4,129.10
Wilson-Jones Company	Large Type Supplies	474.07
Howe Press	Tangible Apparatus	3,640.00
Arabol Manufacturing Company	Bindery Supplies	319.37
Ewald Distributing Company	REAL-Tape Blanks	605.00
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	426.04
GBC Sales and Service, Incorporated	Bindery Supplies	230.43

Digitized by Google

To Whom Paid	For What Purpose	Amount
Payroll October 6-18, 1958	Services	8,455.22
GBC Sales and Service, Incorporated	Bindery Supplies	1,509.85
Jones-Dabney Company	Tangible Apparatus	72.00
Matthiessen and Hegeler Zinc Company	Zinc Plates	2,468.86
Ren Plastics, Incorporated	Tangible Apparatus	245.00
Payroll October 1-30, 1958	Services	4,224.97
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	233.42
Wood Luggage Manufacturing Company	Tangible Apparatus	535.00
William J. McLaughlin and Company	Bindery Supplies	363.27
Kentucky Adhesive Company	Bindery Supplies	7.00
Wilson-Jones Company	Bindery Supplies	71.25
Courtenay Ink Company	Large Type Supplies	44.70
Payroll October 20-November 1, 1958	Services	8,263.41
Aluminum Finishing Corporation	Tangible Apparatus	35.41
GBC Sales and Service, Incorporated	Bindery Supplies	779.61
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	78.50
McKinley Litho Supply Company	Large Type Supplies	147.00
Southern Litho Plate and Supply Co.	Large Type Supplies	250.00
Aluminum Finishing Corporation	Tangible Apparatus	13.03
Payroll November 3-15, 1958	Services	8,818.45
William J. McLaughlin and Company	Bindery Supplies	362.81
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	329.98
Payroll November 17-29, 1958	Services	8,346.37
Payroll November 1-30, 1958	Services	3,629.48
Allied Recording Products Co., Inc.	Talking Book Supplies	400.95
Chicago Steel and Wire Company	Bindery Supplies	69.10
Columbia Mills, Incorporated	Large Type Supplies	339.20
Gane Brothers and Lane, Incorporated	Bindery Supplies	2,764.46
Celanese Corporation of America	Braille Plastic Plates	652.01
GBC Sales and Service, Incorporated	Large Type Supplies	1,097.54
The Dickson Company	Large Type Supplies	231.00
Davidson Sales and Service Agency	Large Type Supplies	340.50
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	150.74
Kentuckiana Photo Plate and Supply Co.	Large Type Supplies	79.20
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	5,465.39
National Starch Products Company	Large Type Supplies	36.00
Oliner Fibre Company	Tangible Apparatus	1,760.57
Southern Litho Plate and Supply Co.	Large Type Supplies	967.40
Southeastern Paper Company	Bindery Supplies, Paper	3,666.56
Payroll December 1-13, 1958	Services	8,579.43
Payroll December 15-27, 1958	Services	8,100.46
Arabol Manufacturing Company	Bindery Supplies	314.04
Courtenay Ink Company	Large Type Supplies	36.00
Cudahy Packing Company	Large Type Supplies	29.70
GBC Sales and Service, Incorporated	Bindery Supplies	349.92
Wood Luggage Manufacturing Company	Tangible Apparatus	535.00
Howe Press	Tangible Apparatus	4,920.00
Payroll December 1-31, 1958	Services	4,224.97
Carter Dry Goods Company	Large Type Supplies	235.34
Chatfield Paper Company	Bindery Supplies	919.31
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	664.43
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	8,673.34
Payroll December 28, 1958-January 10, 1959	Services	8,189.66
Payroll January 12-24, 1959	Services	8,415.62
Payroll January 1-31, 1959	Services	4,191.67
Cudahy Packing Company	Bindery Supplies	158.74
Celanese Corporation of America	Braille Plastic Plates	583.13
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	440.17
Matthiessen and Hegeler Zinc Company	Zinc Plates	2,391.00
Panoramic Studios	Tangible Apparatus	319.00
Southern Litho Plate and Supply Co.	Large Type Supplies	242.60
Watkins Manufacturing Company	Tangible Apparatus	70.72

Digitized by Google

To Whom Paid	For What Purpose	Amount
Payroll January 26-February 7, 1959	Services	8,230.67
Matthiessen and Hegeler Zinc Company	Zinc Plates	1,072.50
Payroll February 7-21, 1959	Services	7,844.41
Chatfield Paper Corporation	Bindery Supplies, Paper	7,307.65
Payroll February 1-28, 1959	Services	3,513.44
Columbia Mills, Incorporated	Bindery Supplies	454.95
Payroll February 23- March 7, 1959	Services	8,268.94
Bro-Dart Industries	Tangible Apparatus	375.00
Courtenay Ink Company	Large Type Supplies	45.00
Ewald Distributing Company	REAL-Tape Blanks	605.00
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	992.14
International Spring Company	Tangible Apparatus	300.26
Atlantic India Rubber Corporation	Tangible Apparatus	111.47
Moran Paint Company	Tangible Apparatus	64.20
William J. McLaughlin and Company	Bindery Supplies	1,136.09
Polychrome Corporation	Large Type Supplies	109.08
Pratt Paper Company	Bindery Supplies	820.34
Southern Litho Plate and Supply Co.	Large Type Supplies	1,983.60
Aluminum Finishing Corporation	Tangible Apparatus	41.58
Chicago Name Plate Company	Tangible Apparatus	54.70
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	452.48
GBC Sales and Service, Incorporated	Large Type Supplies	922.55
Aluminum Finishing Corporation	Tangible Apparatus	36.57
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	7,992.27
Payroll March 9-21, 1959	Services	8,125.60
Payroll March 1-31, 1959	Services	4,191.67
William J. McLaughlin and Company	Bindery Supplies	243.43
American Brass and Aluminum Works	Tangible Apparatus	522.67
Payroll March 23-April 4, 1959	Services	7,937.00
Arabol Manufacturing Company	Bindery Supplies	329.32
Celanese Corporation of America	Braille Plastic Plates	571.38
Carter Dry Goods Company	Large Type Supplies	235.34
GBC Sales and Service, Incorporated	Bindery Supplies	998.42
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	1,345.96
N. N. Hill Brass Company	Tangible Apparatus	23.69
Wilson-Jones Company	Bindery Supplies	275.00
Louisville Paper and Manufacturing Co.	Bindery Supplies, Paper	6,673.67
William J. McLaughlin and Company	Bindery Supplies	92.00
Rathbone Corporation	Tangible Apparatus	631.71
Southern Litho Plate and Supply Co.	Large Type Supplies	355.60
Wood Luggage Company	Tangible Apparatus	535.00
Matthiessen and Hegeler Zinc Company	Zinc Plates	4,764.00
Payroll April 6-18, 1959	Services	7,936.96
Watkins Manufacturing Company	Tangible Apparatus	2,148.60
International Spring Company	Tangible Apparatus	39.16
Payroll April 20-May 2, 1959	Services	7,934.95
Columbia Mills, Incorporated	Bindery Supplies	531.95
Waltham Screw Company	Tangible Apparatus	91.14
Payroll April 1-30, 1959	Services	3,420.84
Payroll May 4-16, 1959	Services	8,084.75
Chatfield Paper Corporation	Bindery Supplies	4,465.38
Palmer Asbestos and Rubber Corporation	Tangible Apparatus	64.64
Watkins Manufacturing Company	Tangible Apparatus	484.80
American Brass and Aluminum Works Co.	Tangible Apparatus	462.22
Brown Wood Products Company	Tangible Apparatus	801.64
Cudahy Packing Company	Bindery Supplies	163.54
Columbia Mills, Incorporated	Bindery Supplies	1,888.29
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	930.86
GBC Sales and Service, Incorporated	Bindery Supplies	391.14
Jones-Dabney Paint Company	Tangible Apparatus	75.20
Louisville Paper and Manufacturing Co.	Bindery Supplies	1,949.53
William J. McLaughlin and Company	Bindery Supplies	495.50

Digitized by Google

To Whom Paid	For What Purpose	Amount
New England Appliance Service Company	Tangible Apparatus	75.00
Columbia Mills, Incorporated	Bindery Supplies	2,882.35
Southern Litho Plate and Supply Co.	Large Type Supplies	1,313.60
Waltham Screw Company	Tangible Apparatus	144.98
Payroll May 18-30, 1959	Services	7,647.11
Payroll May 1-31, 1959	Services	4,191.67
Arabol Manufacturing Company	Bindery Supplies	329.32
Carter Dry Goods Company	Bindery Supplies	369.76
W. D. Gatchel and Sons, Incorporated	Large Type Supplies	1,042.23
Watkins Manufacturing Company	Tangible Apparatus	171.98
William J. McLaughlin and Company	Large Type Supplies	2,846.29
Payroll June 1-6, 1959	Services	4,500.00
Courtenay Ink Company	Large Type Supplies	44.55
General Binding Corporation	Bindery Supplies	960.81
Howe Press	Tangible Apparatus	62.53
Palmer Asbestos and Rubber Corporation	Tangible Apparatus	74.64
Perma-Flex Mold Company	Tangible Apparatus	21.23
Wood Luggage Manufacturing Company	Tangible Apparatus	535.00
Rowland Paper Company	Bindery Supplies, Paper	2,219.34
Atlantic India Rubber Corporation	Tangible Apparatus	38.50
Carter Dry Goods Company	Large Type Supplies	238.80
Cudahy Manufacturing Company	Bindery Supplies	29.70
GBC Sales and Service, Incorporated	Bindery Supplies	686.30
McKinley Litho Supply Company	Large Type Supplies	13.72
Matthiessen and Hegeler Zinc Company	Zinc Plates	2,397.00
Palmer Asbestos and Rubber Corporation	Tangible Apparatus	60.64
Southern Litho Plate and Supply Co.	Large Type Supplies	2,632.40
		$410,000.00

Digitized by Google

LIST OF THE PUBLIC INSTITUTIONS

for the

EDUCATION OF THE BLIND IN THE

UNITED STATES

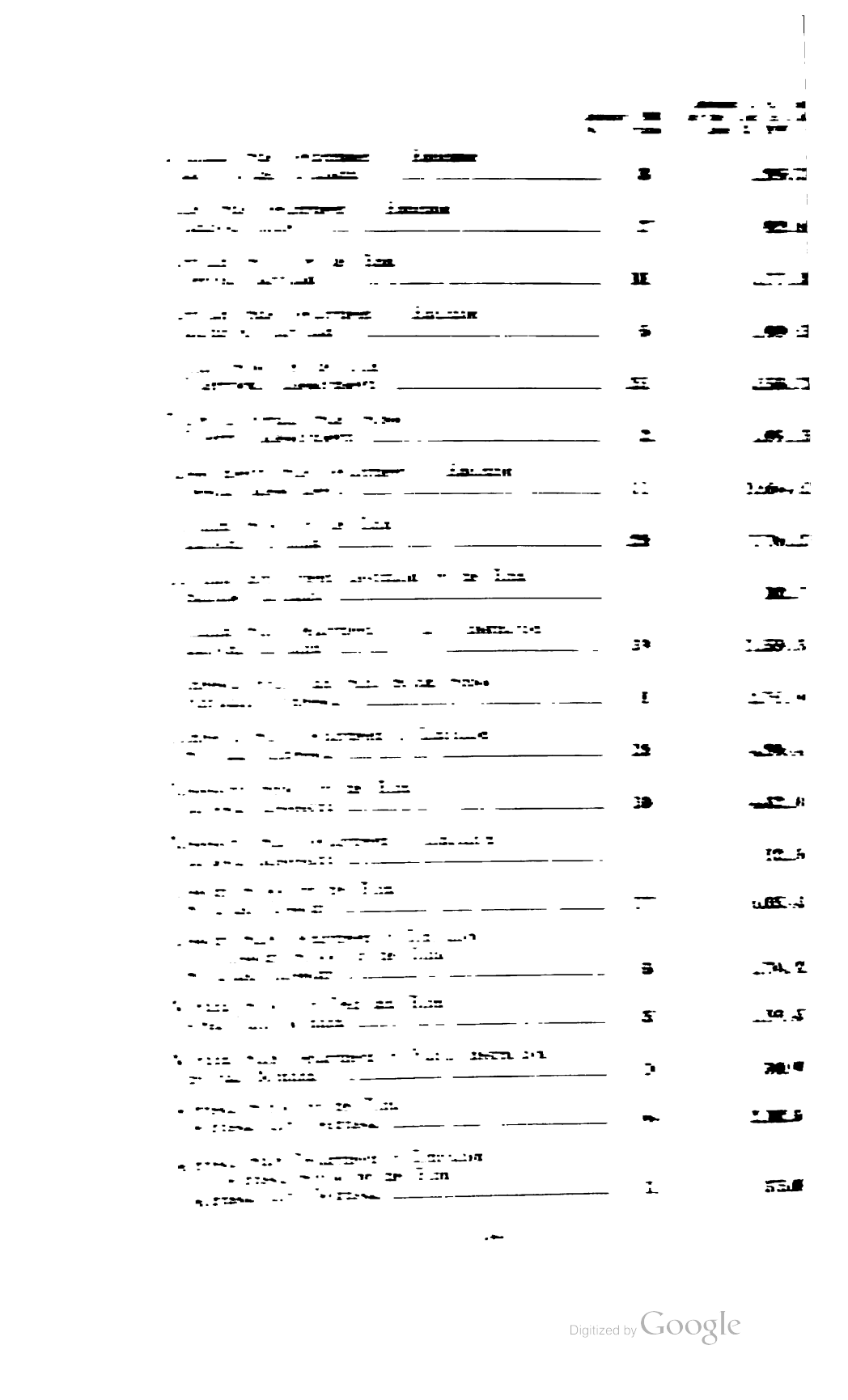
The number of pupils, and the amount of quota of each for the year ending June 30, 1959, according to the law of Congress approved March 3, 1879; June 25, 1906; August 4, 1919; December 22, 1927; August 23, 1937; May 22, 1952; and August 2, 1956, entitled "An Act to Promote the Education of the Blind":

	January 1958 No. of Pupils	Amount of Quota for the Year Ending June 30, 1959
Alabama Institute for the Deaf and Blind Talladega, Alabama	209	$ 7,126.58
Alabama State Department of Education Montgomery, Alabama	7	238.69
Arizona State School for the Deaf and Blind Tucson, Arizona	69	2,352.79
Arizona State Department of Public Instruction c/o Arizona School for the Deaf and Blind Tucson, Arizona	7	238.69
Arkansas Enterprises for the Blind Little Rock, Arkansas	21	716.07
Arkansas School for the Blind Little Rock, Arkansas	156	5,319.36
California School for the Blind Berkeley, California	144	4,910.18
California State Department of Education Sacramento, California	800	27,278.78
Colorado School for the Deaf and Blind Colorado Springs, Colorado	76	2,591.48
Colorado State Department of Education Denver, Colorado	48	1,636.73
Oak Hill School Hartford, Connecticut	137	4,671.49
Mansfield State Training School and Hospital Mansfield Depot, Connecticut	11	375.08
Connecticut State Department of Education Hartford, Connecticut	128	4,364.60
Delaware Commission for the Blind Wilmington, Delaware	9	306.89

Digitized by Google

	January 1958 No. of Pupils	Amount of Quota for the Year Ending June 30, 1959
Delaware State Department of Public Instruction Dover, Delaware	33	1,125.25
Florida School for the Deaf and Blind St. Augustine, Florida	155	5,285.26
Florida State Department of Education Tallahassee, Florida	170	5,796.74
Georgia Academy for the Blind Macon, Georgia	202	6,887.89
Georgia State Department of Education Atlanta, Georgia	114	3,887.23
Idaho State School for the Deaf and Blind Gooding, Idaho	26	886.56
Idaho State Department of Education c/o Idaho State School for the Deaf and Blind Gooding, Idaho	0	.00
Illinois Braille and Sight-Saving School Jacksonville, Illinois	201	6,853.79
Illinois Industrial Home and Services for the Blind Chicago, Illinois	42	1,432.14
Illinois State Department of Public Instruction Springfield, Illinois	401	13,673.49
Indiana School for the Blind Indianapolis, Indiana	125	4,262.31
Indiana State Department of Public Instruction Indianapolis, Indiana	84	2,864.27
Iowa Braille and Sight-Saving School Vinton, Iowa	130	4,432.80
Iowa School for the Deaf Council Bluffs, Iowa	5	170.49
Kansas School for the Blind Kansas City, Kansas	95	3,239.35
Kansas State Department of Public Instruction Topeka, Kansas	24	818.36
Kentucky School for the Blind Louisville, Kentucky	113	3,853.13
Kentucky State Department of Education Frankfort, Kentucky	29	988.86
Louisiana State School for the Blind Baton Rouge, Louisiana	75	2,557.38
Louisiana State School for Blind Negroes Baton Rouge, Louisiana	87	2,966.57

Digitized by Google



Digitized by Google

	January 1958 No. of Pupils	Amount of Quota for the Year Ending June 30, 1959
Nevada State Department of Education Carson City, Nevada	4	136.39
New Hampshire State Department of Education Concord, New Hampshire	31	1,057.05
New Jersey Commission for the Blind Newark, New Jersey	309	10,536.43
New Jersey State Department of Education Trenton, New Jersey	116	3,955.42
New Mexico School for the Visually Handicapped Alamogordo, New Mexico	94	3,205.26
New Mexico State Department of Education c/o New Mexico School for the Visually Handicapped Alamogordo, New Mexico	7	238.69
New York Institute for the Education of the Blind New York, New York	204	6,956.09
New York State School for the Blind Batavia, New York	189	6,444.61
Lavelle School for the Blind New York, New York	109	3,716.73
New York State Department of Education Albany, New York	799	27,244.68
North Carolina School for the Blind and Deaf Raleigh, North Carolina	336	11,457.09
North Carolina State Commission for the Blind Raleigh, North Carolina	24	818.36
North Carolina State Department of Education c/o North Carolina School for the Blind and Deaf Raleigh, North Carolina	49	1,670.82
North Dakota School for the Blind Bathgate, North Dakota	24	818.36
Ohio State School for the Blind Columbus, Ohio	196	6,683.30
Ohio State Department of Education Columbus, Ohio	456	15,548.90
Oklahoma School for the Blind Muskogee, Oklahoma	65	2,216.40
Enid State School Enid, Oklahoma	3	102.30
Oklahoma Department of Public Instruction Oklahoma City, Oklahoma	5	170.49
Oregon State School for the Blind Salem, Oregon	76	2,591.48

Digitized by Google

	January 1958 No. of Pupils	Amount of Quota for the Year Ending June 30, 1959
Oregon State Department of Education Salem, Oregon	89	3,034.76
Overbrook School for the Blind Philadelphia, Pennsylvania	296	10,093.15
Western Pennsylvania School for Blind Children Pittsburgh, Pennsylvania	171	5,830.84
Royer-Greaves School for the Blind Paoli, Pennsylvania	50	1,704.92
Pennsylvania State Department of Public Instruction Harrisburg, Pennsylvania	375	12,786.93
Rhode Island State Department of Education Providence, Rhode Island	19	647.87
South Carolina School for the Deaf and Blind Spartanburg, South Carolina	114	3,887.23
South Carolina State Department of Education Columbia, South Carolina	14	477.38
South Dakota School for the Blind Gary, South Dakota	40	1,363.94
South Dakota State Department of Public Instruction Pierre, South Dakota	4	136.39
Tennessee School for the Blind Nashville, Tennessee	179	6,103.63
Tennessee State Department of Education Nashville, Tennessee	60	2,045.91
Texas School for the Blind Austin, Texas	176	6,001.33
Texas Blind, Deaf and Orphan School Austin, Texas	46	1,568.53
Moody State School for Cerebral Palsied Children Galveston, Texas	1	34.10
Texas Education Agency Austin, Texas	153	5,217.07
Utah School for the Deaf and the Blind Ogden, Utah	42	1,432.14
Vermont State Department of Education Montpelier, Vermont	12	409.18
Virginia School for the Deaf and the Blind Staunton, Virginia	148	5,046.57
Virginia State School Hampton, Virginia	55	1,875.42

Digitized by Google

	January 1958 No. of Pupils	Amount of Quota for the Year Ending June 30, 1959
Virginia State Board of Education Richmond, Virginia	50	1,704.92
Washington State School for the Blind Vancouver, Washington	90	3,068.86
Washington State Department of Public Instruction Olympia, Washington	127	4,330.51
West Virginia Schools for the Deaf and the Blind Romney, West Virginia	102	3,478.04
West Virginia State Department of Education Charleston, West Virginia	29	988.86
Wisconsin School for the Visually Handicapped Janesville, Wisconsin	117	3,989.52
Wisconsin State Department of Public Instruction Madison, Wisconsin	106	3,614.44
Wyoming State Department of Education Cheyenne, Wyoming	14	477.38
District of Columbia Public Schools Washington, D. C.	31	1,057.05
Diamond Head School Honolulu, Hawaii	20	681.97
Hawaii Department of Public Instruction Honolulu, Hawaii	33	1,125.25
Instituto Loaiza Cordero De Ninos Ciegos Santurce, Puerto Rico	81	2,761.98
Virgin Islands Department of Education St. Thomas, Virgin Islands	0	.00
Per Capita $34.098470	12,024	$410,000.00

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google

Digitized by Google